

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
March 14, 2019
Regular Meeting of Commissioners

Commissioners Present: Brian Harris and Dan Baker

Others Present: Chief Arnold Baker, District Secretary Patty McClellan, Kermit McClellan, Chris Willoughby and Mark King from ZBA Architects

Call to Order: Commissioner Harris called the meeting to order at 3:30 p.m. The Flag salute commenced.

Pension Board There was an injury at Monday night's ice rescue training. A medical claim has been filed for BVFF. Pension Board closed at 3:31; regular meeting opened.

Public Comment: None

Mark King from ZBA Architects was introduced. Chief Baker, Commissioner Baker and Mark King had just returned from touring the property and facilities at stn52 prior to the meeting today. The ZBA Proposal was reviewed and discussed. This proposal is for bay addition at Station 52. Mark stated that we can work towards master planning as we go. The presented proposal is intended to be full service to complete the entire bay addition, which will be an attached addition. The existing stem wall can be used to support the structure. Electrical & mechanical engineering will be needed, as well as the energy code review and compliance (3rd party). The proposal will include construction drawings for the public bid process, permitting services and obtaining permits, but not the actual cost of the permits themselves. The proposal includes visits and assistance during the construction process, overseeing the project and answering questions when they arise. The architects will hold a meeting with the contractor to determine how his work will impact the facility and maintaining that the facility needs to stay open during the project. There will be at least one visit per month and as needed in between, hoping to complete the project in 4-6 months from time of acceptance.

The question was raised as to whether a preference could be given to Lake Chelan Building Supply in the bidding process? This request would be due to the quality of lumber as well as the expected service. The local lumber yard is also a tax payer in the District, so not only do they support the Fire District with their tax dollars, it's also beneficial to keep the dollars local. Mark replied that they could probably add something in the bid about locally sourced materials. Brand names can be specified also. And need to be. This will be put into spec sheet.

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Mark explained that the proposal is based on a lump sum fee. If we want to take the proposal apart, accepting some of it and take on some of it ourselves we can do that. He will break out the proposal into sections and email them to us for our review. The question was asked if we came up with a design for a floor drain, can it be incorporated into the slab. Yes.

Mark went on to say that another option is to enter into an agreement based on hourly rates if desired. Hourly rates range from \$65 to \$120.

Mark and Joey are currently working on a project in Wenatchee, so they are in the area a lot, splitting travel costs with that project being beneficial to both parties.

The Commissioners would like to see break out and have a special meeting to make a decision. A Special Meeting will be held next Wednesday, March 20th at 4:30 to make this decision.

Mark King went on to share a bit about himself, that he is currently a Fire fighter with District 4 in Spokane and has been for 18 years. He is a Lieutenant.

Minutes: February's Regular Meeting Minutes were presented and reviewed. Commissioner Baker motioned to approve the minutes as presented. Commissioner Harris seconded; Motion passed unanimously.

Financial Report: No questions.

Approval of Invoices: Commissioner Baker motioned to approve Voucher FD51 in the amount of \$12,682.19 and FD52 in the amount of \$2,663.18. Commissioner Harris seconds; passed unanimously.

Old Business:

Company Calendar: Arnold will be teaching a class for Community Risk Reduction on April 13th. The class he'll be teaching will be the pilot for that class. The person who wrote the curriculum for the class will come sit through the class to observe.

There was a good discussion about facilities at the Rivercom board meeting. The City of Wenatchee has purchased the former Federal Building, and moving RiverCom to that location seems to be the most economical and practical solution to their location situation. Many electrical upgrades would be needed. The CTC had been considered at length, but it would be one of the most expensive options. The Federal Building seems the best plan at this point. The City of Wenatchee will own the entire building.

Esign –nothing new to report

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E54 Chassis Update

The conversion of Engine 54 with the new chassis is complete. Plans will be made soon to go to Yakima and bring it home.

Opening of Surplus Chassis Bids

Bobbi Stubbs from Rock Island bid \$1,050.00

MLL Farms from Wapato bid \$3,576.00

Commissioner Baker motioned to refuse all bids. Commissioner Harris seconded. Motion passed unanimously.

The bidders will be notified that their bid was below our estimated market value, and they are welcome to submit another bid.

The bidding process will be advertised again. It is not necessary to post a legal notice a second time. We will also post the ad on Craigslist without a price, specifying that it's a sealed bid process. Pictures will be included in the ad. At this time the truck will be brought home from Yakima with E-54. Three drivers will need to go.

New Business:

Banquet Awards were discussed briefly, and then tabled to discuss further and make a decision at the upcoming Special Meeting scheduled for March 20th.

Chiefs Report:

February was an unusual month with 1 fire out of district and 1 motor vehicle accident. The rest were all EMS calls.

Incidents

44 Calls for service in the month of February; 30 within Fire District 5 and 14 out of the District. Fire responded to 13 calls within District 5.

In District 5; 1 Motor Vehicle Accidents with No Injuries, 12 calls to Assist EMS crew.

Out of District 5, 1 structure fire off Henderson Rd.

EMS responded to 29 medical calls in District 5. 15 Calls EMS handled without Fire, 12 with assistance of Fire, 1 Dispatch & cancelled enroute, 1 medical alarm.

Out of District; 10 Medical calls, and 3 Dispatch & cancelled enroute.

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February Call Times:

Fire Call Processing was at 0:29, Arrival on scene at 6:26.

EMS Call Processing was at 1:39, Arrival on scene at 13:40.

Of the 30 dispatches in District 5, 26 calls were compliant to NFPA 1221, for call processing for 86.7%.

Of the 29 responses in District 5, 20 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 69.0%

Personnel and Training

February training consisted of Driver Refresher (emphasis on safety working on the Highway), Officer meeting, and 24/7 Online (Basic Hoisting Operations & Basic Pump Operations modules), Medical OTEP (High Performance Airway Management module), and Regional High Performance CPR testing.

Recruitment & Retention

I participated in the High School's Mock Interviews program. 3 students signed up to interview with me. We treat it like they are interviewing for a job. At the end of it, I offer them to be a wildland firefighter for the spring and summer. A couple of them seemed truly interested in that. We'll see if they show back up.

Facilities and Equipment

E-52 update; Front tires are ordered, they did not stock anything we could use, and they are currently on backorder.

E-54 update; the goal was to have it done by Friday the 8th. We are on the finish line. Scheduling to bring it home will be partially dependent on the old chassis bids. If we need to bring the old chassis home, will make sure to plan an extra driver. Firefighters are getting excited to have that truck back.

I went to the National Fire Academy in Emmetsburg MD for the Assistance to Firefighters Grants equipment peer review during the week of Feb 25th -- Mar 1st. The intent this year was to do electronic scoring in FEMA's GO system. Several issues came up; firewall issues with 200 people logging in all at once, broadband of AT&T and Verizon crashing. We were very efficient with the GO system when it worked; we had a lot of time to check email when it wasn't. FEMA needed a rigorous testing of the system, we gave it one. The project was so important that very high level people out of FEMA came to the Academy to assist and observe.

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There was planned to be 200 peer reviewers that number fell to 165 that actually made it. At least 40 AFG staff and contractor personnel on hand, numerous IT personnel that worked the hardest all week. This was with regular classes being offered. It was a full campus at NFA.

Last year there was an error and turndown emails got sent out too early. AFG had a drastic reduction in applications so the word was no turndown letters. This would be good news to District 5, if we can get past the electronic scoring to get into peer review, we will do well.

Power Science Engineering (PSE) completed the inspection and certification on the generator. The generator now has the L&I sticker on it.

RiverCom

February RiverCom Board meeting had a draft presentation by the facilities study consultant. Weather was an issue that day and I chose to stay in District. The facility study is very important for long range planning.

Another item of interest in legislation this year is HB 1653/ SSB 5272 – Emergency Communications Funding. Current law allows emergency communications systems to ask the voters for 1/10th% sales tax. This legislation increases that to 2/10th% sales tax. RiverCom's current 1/10th% expires at the end of this year. RiverCom is looking at going to the voters in Chelan & Douglas counties to renew. The legislation provides an option that is being discussed. If the legislation was approved and if RiverCom should decide to go to the voters for 2/10th%, it would offset the current user fees. District 5 is paying \$8672 for 2019. The Hospital is paying \$62,090. Chelan County is paying \$672,216 for the Sheriff's Office. Getting an opportunity to remove the load from the property taxes on to sales tax would allow a shift of the people using the service to pay for the service.

Prevention

I wrote last month that I would be teaching a new Community Risk Reduction pilot class. That class is scheduled to be at Chelan County Fire District 1 on Saturday April 13th.

The class will be at no cost to anyone in the region. The focus group is volunteers to realize the opportunities in Community Risk Reduction.

Assistant Chief's Report: Assistant Chief Kermit and Beau are going to Auburn on Sunday to attend a VFIS driver training instructor course. They'll be certified instructors upon completion of this course. Kermit reported that with the improvement of the weather and the longer daylight hours, we'll be getting back into driving season again. Kerm's job has recently shifted to spring/summer schedule of 4-10 hr. days freeing him up to start working on driving and banquet donations.

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EMS Report - None


Public Comment: Chris reported that he has begun working on the banquet video. The Association has ordered hot/cold coffee cups from Haglunds in Wenatchee to sell for fund raising.

Adjournment: Having no additional business before the Commissioners, the meeting adjourned at 4:34


Chelan County Fire District 5 Board of Commissioners:



Brian Harris, Commissioner Chairman



John Spencer, Commissioner



Dan Baker, Commissioner



**Attest: Patty McClellan
District Secretary**