

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
September 8, 2020
Regular Meeting of Commissioners

Commissioners Conference Call: Dan Baker, Dana Starkweather and Fred Weiss.

Others on Call: Chief Arnold Baker, Training Officer Karen Sargeant, District Secretary Reggie Trusel.

Call to Order: Commissioner Baker called the meeting to order at 4:30 p.m. No Flag salute, due to the Governor's Proclamation for meetings suspended.

Pension Board: Opened: 4:31 pm and Closed: 4:32 pm
Chief Baker is hoping to have a new recruit signed up soon.

Public Comment: None

Minutes: The Meeting Minutes for the Regular meeting on August 11, 2020 were presented, along with *corrected* Commissioner Workshop Minutes from August 4 2020, Commissioner Starkweather motioned to approve both Minutes, Commissioner Weiss seconded; Motion passed unanimously.

For future, Commissioner Weiss suggested making any changes to Minutes in bold lettering.

Financial Report: Presented and reviewed. Chief Baker suggested doing a funds transfer from investment account to expense account of \$21,00.00. The additional funds will be used for September Payroll and Vouchers. Commissioner Starkweather made a motion to approve funds transfer of \$ 21,000.00 from investment account to expense account, Commissioner Weiss seconded the motion; Motion was approved unanimously.

Approval of Invoices: Commissioner Baker, Motioned to affirm the Voucher FD51 in the amount of \$10,056.37 and Voucher FD52 in the amount of \$ 713.03, Commissioner Starkweather seconded; Motion passed unanimously. Commissioner Baker suggested to include in the future; Charge Card and Revolving Account (spreadsheets of purchase breakdowns) in Commissioner Notebooks.

New Business:

- Pacific Northwest Seismic Network (ST2-Seismometer)
Chief Baker was contacted by Washington State University-Geology Department re: Installation of a Seismometer behind Station 2 building on Wapato Lake Road. They will bring their own electrician to supply power. WSU Geology department will handle complete installation with our approval. Chief explained after the 1872 Earthquake with

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rockslides on the Columbia River and Slide Ridge this capability would help with Hazard Mitigation Planning. Commissioners agreed the information obtained by having a Seismometer would be interesting.

- **Beverly Jackson-Donation Check-\$500.00 (Scout Hill-Fire)**
Chief Baker asked Commissioners how they would like to handle the donation, should funds be deposited into the District or Manson Firefighters Association account? Commissioner Starkweather suggested the “Association” would benefit more, all Commissioners concurred. Commissioners commented what a nice gesture it was.

Old Business:

- **Company Calendar: Snure Seminars-Webinar**
Chief Baker presented the upcoming webinar to the Commissioners. It will be a Zoom Webinar on Wednesday, October 21, 2020 from 6:00–9:00 pm.
All agreed it would be beneficial to attend the seminar.
- **ZBA-Architect, Randy Vanhoff: Station 52**
Regarding FEMA (BRIC) 2020 Grant: Chief Baker explained how he is preparing for the FEMA Grant for Station 52 (New Building). It will include sleeping quarters, day room, training room, restrooms, showers, and other support services. The goal is to get project “**Shovel Ready**”.
Phase One: Working with Chelan County Natural Resources Department. Pre-application has been submitted 9/3/20 for \$2,000,000.00 grant w/\$500,000.00 match. Next step is to submit full application due by Sept. 30th. Chief Baker has been collaborating with Hannah-CC Natural Resource Grant Writer. Their (Administrative Department) does have a fee for their services if we are awarded the FEMA Grant. If we are not awarded, there is no fee.
Phase Two: ZBA Architect, Randy Vanhoff, will be working on project’s Conceptual Development of plans for Station 52 new building “Sleeping Quarter Addition”. Serving as the Architect also consulting with sub-consultants. He has created a proposal to include project conceptual plans, elevations, and three-dimensional sketches. He will also provide design drawings to assist with funding applications. Proposal Work Outline is for \$7,000.00 maximum fee. He will perform duties and charge on an hourly basis not to exceed \$7,000.00.
Commissioner Baker made a Motion to accept the ZBA Architecture proposal “Work Outline” of \$7,000.00, Commissioner Starkweather seconded, Motion passed unanimously.
Commissioner Starkweather commented if we are not awarded with FEMA (BRIC) GRANT, the preliminary work we are doing will only be helpful for the future.

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Further Discussion RE: FEMA (BRIC) GRANT

Building addition project is budgeted at \$2,000,000.00. Regarding “Matching Funds” Chief Baker indicated the \$500,000.00 match requirement from FEMA would most likely be a State loan currently at a low interest rate of around 2.22%. He calculated out, over 20 years at 3% interest’s, payment would be \$71,000.00 per year.

- **Irrigation-Station 2:** No real progress has been made regarding Attorney revising utility easement. Chief Baker explained Mr. Kuntz has kept lot mowed even though there is no irrigation currently working. Commissioner Baker offered to talk to Morgan Picton again and see if things can move any faster.
- **Electric Sign Update:** No Update
- **Pre-Fire Plans:** No Update
- **Apparatus: E-One Aerial Truck**
Chief Baker reiterated Commissioners consensus to have aerial truck repainted from (green/white to red/white), now scheduled for September 14th. Dave from Cascade Fire and Safety in Yakima only found a few minor things to fix. Chief Baker is calculating new figures to come in around \$213,000.00. If we cover everything needed for the truck, we still come in under \$220,000.00 budget. Truck lettering is estimated at \$3,000.00 with painting at \$19,500.00.

Municipal Emergency Services (MES): Quote: \$4,278.10

The quote is for a wall mount regulator to (Air-Fill) E-One Aerial along with other necessary hoses and fittings. Commissioner Weiss made a Motion to approve expenses for (MES) quote of \$4,278.10, Commissioner Starkweather seconded, Motion passed unanimously.

EMS Report: None

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Training Officer Report: Karen Sargeant

***Further Discussion for Training Report**

Karen informed the Commissioners of the departments new Junior Firefighter, Micah Petersen, currently a senior at Manson High School. Indicating we now have (31) volunteers in total. She explained, we have a couple of training structures to burn for fall along with Wapato Point drills planned before old buildings are removed from property. Target Solutions is also quite useful.

Karen is also waiting to hear back from a possible new recruit who works for the Manson Reclamation District.

Gearing up for the next Monday-Drill; Hose Lays (Triple lay hose lay).

Karen, Wayne Worzella, Randy Goebel, Aaron Richmond, Darrick Steel responded to a Mutual Aid fire at Apple Acres outside of Chelan, September 7th. Primarily an upper canyon fire. All apparatus helped with structure protection. She was impressed with the local Irrigation District and felt they did a “great job”. There was a main water fill station set up at Howard Flats.

Our Commissioners participated at the Labor Day weekend Farmers Market here in Manson. Karen thanked all the Commissioners for being there and helping. She indicated there was a nice turnout, selling T-Shirts and making orders for Blue Address Signs. She felt the community enjoyed meeting them.

Assistant Chief’s Report: Kermit McClellan None

Chiefs Report:

***Additional Discussion for Chiefs Report**

Chief Baker explained he also responded to a Mutual Aid call at 3:00 am Monday, September 7th. Chief Baker was called to work with Douglas County Fire District 3 - Grand Coulee, area near Del Rio North Douglas County. Their department has 10 trucks but no fire station. Chief Baker was glad to help as this was the first wildland fire for their new Fire Chief. Chief Baker reported there were a few structures that had burned but did not hear of any injuries. He stated they were getting, “lofting embers” from Okanogan to Grant county in just a few hours. Both fires Apple Acres, Bridgeport - Mansfield (Pearl Hill) went to State Mobe. Fires are currently under investigation.

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Incidents: EMS calls were higher in August. September is starting out to be higher FIRE calls. Chief Baker predicts things to slow down as the month progresses. He is hopeful the fire-season for our district will be short.

Facilities and Equipment: Station 2 Building Addition

Chief Baker recommended waiting until November to collect Contractor bids. Adam Rasmussen (RAS Construction) consulted with the Chief and confirmed contractors are still bombarded with their summer projects. Chief Baker would like to hold off and discuss further at the October 13th Commissioner meeting.

RiverCom:

Shared Funding Program- Brief Description: The main goal with this program is to calculate the life of agency radio's and when it is time for replacement to have cash available to those twenty-one participating agencies. Each Agency has \$14,500.00 available per year to reimburse them for new radio purchases. Chief Baker is trying to create a comprehensive plan so it will work for all agency needs and to utilize funds more efficiently.

Some smaller agencies do not spend all the money allotted each year, so funds have accumulated over the years. Other larger agencies exceed the amount allotted. Instead of letting funds sit there unused etc., Chief Baker is working on an option plan to pool the funds together into one account. Keeping with the depreciation schedule of all agency radios – 100% replacement reimbursement will be available for each and every agency when needed. No agency no matter the size will go without appropriate replacements. This option plan will also alleviate (long waiting periods) for agencies who do not receive immediate reimbursement. Considering the Covid-19 challenges, the consensus is to wait until the economy stabilizes before agencies are comfortable making any changes to the current system.

Further Discussion re: New Business

Manson Fire Department had plans to honor former Commissioner John Spencer with a Recognition Award at the next *in person* Commissioner Meeting. Unfortunately, we are not sure when that will be due to Covid-19 Governor's Proclamation. Since April, our meetings have been Conference Calls / Zoom Meetings. Commissioner Starkweather will be traveling on vacation and making plans to visit our past Commissioner in Idaho. It was agreed by current Commissioners to have Commissioner Starkweather present John with award plaque while on his visit.

Public Comment: None

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Adjournment: Commissioner Baker closed meeting with no additional business before the Commissioners, the meeting adjourned at 5: 45 pm.

Chelan County Fire District 5 Board of Commissioners:

Commissioner Chairman Dan Baker

Commissioner Dana Starkweather

Commissioner Fred Weiss

**Attest: Regenia Trusel
District Secretary**



Manson Fire Department

Chelan County Fire District 5

P.O. Box D Manson WA 98831-0438

mansonfire.org

Chiefs Report

September 8, 2020

Incidents

60 Calls for service in the month of August; 45 within Fire District 5 and 15 out of the District. Fire responded to 26 calls within District 5.

In District 5; 1 MVA w/ injuries, 4 MVAs without injuries, 1 fuel spill (sunken boat), 1 attempted burning, illegal, 3 No incident found on arrival, 1 Water rescue, and 15 calls to Assist EMS crew.

Out of District 5; 1 Dispatched & cancelled to a brush fire in Chelan

EMS responded to 40 medical calls in District 5. 19 Calls EMS handled without Fire, 1 MVA w/ injuries, 4 MVAs without injuries, 1 Water Rescue and 15 with assistance of Fire.

Out of District 5; 10 Medical calls, 4 Cancelled enroute

August Call Times;

Fire Call Processing was at 2:28, Arrival on scene at 9:31.

EMS Call Processing was at 1:22, Arrival on scene at 9:03.

Of the 45 dispatches in District 5, 35 calls were compliant to NFPA 1221, for call processing for 77.8%.

Of the 45 responses in District 5, 40 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 88.9%.

Personnel and Training

Training for July consisted a joint water rescue with 2 Marine Patrol Deputies, Commercial fire water supply, Accountability & Communications, Incident communications and roles & responsibilities, truck checks and an officer meeting.

Recruitment & Retention

I have 1 new recruit that has inquired about joining. Hasn't made it in to get a packet yet.

Facilities and Equipment

Building Addition – I have reached out to our Captain who is a contractor to see if the timing was good to go out for bid. I will solicit more information before the Board meeting. The discussion to move forward or wait needs to be decided in this upcoming Board meeting.

S-52 Irrigation – No progress on the easement for accessing irrigation water.

BRIC Grant – Working with Chelan County Natural Resource Dept, we have submitted a pre-application on Sept 3rd for a \$2,000,000 grant with \$500,000 match; Federal share of \$1,500,000, State & local share of \$500,000. The State could be asked to bring in 12.5% and the District 12.5%. If the State provides any funding, that could trigger the requirement for prevailing wage. The BRIC grant is in a program that is Federally exempt from prevailing wage. Hannah at CC Natural Resource Dept is looking further into this issue. Hannah has been in contact multiple times with the State Emergency Management as they sponsor our grant proposal to the Federal level. Hannah is taken many suggestions from the State EM for what they are looking for in the proposal. The next step in the process is a full application due by Sept 30th. I will keep feeding Hannah suggested grant language, ideas and grant objectives to assist with the final application.

RiverCom

The shared funding issue is not resolved, but a great decision was reached. Because the issue is of high importance to all 21 participating agencies and we can see that it will not be resolved by the end of 2020, carry the current program for another year and resolve a plan by the end of 2021. We have an “A” plan with renewing the plan from 10 years ago with some updated language, and a “B” plan with an Equipment Replacement schedule like I use in my financial model. Both have merit, I think we will end up with a mix of both plans to be financial prudent and meet the needs of the user agencies. At least the pressure is off. 2 RiverCom Board members have joined the Shared Funding Committee to help with the process.

Prevention

Fire Danger Rating is still at Very High. It is reasonable to hold this designation through the end of Sept when the County Commissioner Resolution expires. Going to Extreme designation does nothing for fire activities, it does put barricades all over the County which are not justified at this time. As you can see in the fire reports, for the month of August we had 1 illegal burn reported. Doesn't quite justify putting up barricades.

SEPTEMBER TRAINING REPORT

(Completed 9/04/2020)

TITLE	IFSAC	2020 GOAL	NFPA NON-CERTIFIED	NWCG	MEDICAL
Firefighter 1	6	8	1		
Firefighter 2	4	5	1		
Hazmat Operations	11	17	1		
Officer 1	2	2			
Officer 2	1	1			
Instructor 1	7	7		1	
Instructor 2	0	1			
Wildland FFT2		6		7	
Wildland FFT1		5		5	
Engine Boss		2		2	
EMT		12			11
EMT Instructor/Evaluator		2			2
Fire Inspector 1	1	1			
Public Information Officer				1	

Red = New Certifications

Number of Chelan Fire District #5 Firefighters = **31**

Jerry Smith, Tiffany Gaughan and Aaron Richmond received their incentive awards for their successful completion of the state certifications.

ONLINE TRAINING

With Micah Petersen joining the department, there are 4 firefighters that are working on completing the following trainings:

Basic Wildland – L-180, S-130, S-190 (*)

Basic Command/NIMS – IS – 100, 200, 700 & 800 (*)

(*) These courses are needed to qualify for obtaining a qualifications card to participate in a wildland fire incident. The NIMS courses allow the firefighters to take higher level courses in both wildland and structural venues.

The following Target Solutions modules were assigned since the last training report:

NFPA 1021 – Incident Scene Communications

TRAINING

We have potentially two structures to actively burn. In light of this, we are setting up tentative training drills in hose lays, ventilation, building construction, ground ladders and hydrant-pump-attack.

MEMBERSHIP

There are two individuals that have indicated interest in joining the department. Hopefully we will be hearing from them in the near future.

TRAINING RECORDS

Organizing the training records for each firefighter is ongoing.