

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
August 9, 2016
Regular Meeting of Commissioners

Commissioners Present: Dan Baker and John Spencer

Commissioner Absent: Brian Harris

Others Present: Chief Arnold Baker, Assistant Chief Kermit McClellan, Karl Jonasson, Kaitlin Hetterscheidt, Mike Kirk, Chris Willoughby, Mr. & Mrs. Inman and Tammy Pratt

Call to Order: Chairman John Spencer called the meeting to order at 4:30 p.m. and the flag salute commenced.

Pension Board: Opened at 4:32 p.m. Three invoices to submit to the Board of Volunteer Fire Fighters for reimbursements of Karen Sargeant, Anna Pesola and Darrick Steele's physicals were presented to the Pension Board for review and approval.

Action: Commissioner Dan Baker motioned to approve the reimbursement invoices; Commissioner John Spencer seconded the motion, (Motion Passed, 2-0)

Minutes: July 12, 2016 Regular Commissioners Board Meeting and July 23, 2016 Commissioners' Workshop Minutes were presented and reviewed.

Action: Commissioner Dan Baker motioned to approve the Regular Commissioners Board Meeting and the Commissioners' Workshop Minutes; Commissioner John Spencer seconded the motion, (Motion Passed, 2-0).

Policies & Procedures: Chief Arnold Baker is working on creating an Emergency Access Policy for private roads that are in our district. This policy needs to be in place before further action can be taken on the annexation petitions. Commissioner John Spencer is working on a letter that will be sent out certified mail, which will help define the expectation of level of service to property and homes located on private road.

Public Hearing - Emerson Acres Neighborhood Annexation Petition: Mr. Mike Kirk was present. The District has received the petition and is now in the process of having the petition signatures certified by the Chelan County Assessor's office.

Executive Session: Cancelled.

Financial Report: The July 2016 Financial Report was presented and reviewed.

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Approval of Invoices: August 2016 Vouchers Batch FD51 totaling \$31,059.33 and August 2016 Voucher Batch FD52 totaling \$1,835.28 were presented for review and approval.

Action: Commissioner Dan Baker motioned to approve Vouchers Batch FD51 and Vouchers Batch FD52 for payment as presented, Commissioner John Spencer seconded the motion, (Motion Passed, 2-0).

Chiefs Report:

Incidents

49 Calls for service in July; 32 in District 5 and 17 Out of District 5. 9 Responses in District by Fire; 3 EMS Calls, 1 Unauthorized burning, 1 small fire next to a power pole, 1 LPG gas leak, 2 Mobile home fires (the 2nd call was a return for smoldering to the earlier call), 1 No incident found on arrival. 24 EMS calls in District, 1 Medical false alarm and 1 Assist a person that had fallen.

Fire Call Processing was at 3:29, Arrival on scene at 9:51

EMS Call Processing was at 2:36, Arrival on scene at 11:46

Most notable call was the Antilon Fire, we thought after the first night it was in the 500 to 600 acre range. It turned out to be 315 acres. The fire made it to within 1 mile of the District. I requested the Sheriff's Office give a level 1 notice to residents in Grade Creek Rd.

Personnel and Training

Drills for July covered Salvage & Overhaul online training and practical instruction, vehicle extrication class with sawzall, airbags and hydraulic cutters and spreaders on 2 cars donated by Burkhardt Towing, medical OTEP for EMTs, driving practice and SCBA evaluation of Scott air packs.

Recruitment & Retention

We have had 3 new recruits in July. All are attending drills and working through the application process.

Facilities and Equipment

Command truck chassis replacement is getting closer. Most of the installation is complete; Cascade Fire began focusing on the PTO to finish. Apparently a Ford with an Allison transmission is different than a Chevy with an Allison transmission. The PTOs on the transmissions are different. So they are getting a new Muncie PTO unit. Additionally the hydraulic pump that bolts to the Ford-Allison-Muncie PTO is different than the Chevy-Allison-Muncie PTO. So they are ordering the hydraulic pump too. Price for both is about \$2500 & freight. I asked them to 2nd Day the parts and to tell the parts suppliers that we needed this truck last week.

The firefighters have assessed 4 different brands of SCBA air packs. The Scott brand that I had based the AFG grant is hands down the preferred pack. They didn't have the 4500-psi 45-minute pack

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on hand as a demo, they brought a 5500-psi 45 minute pack. The weight is lighter with the 5500-psi and a smaller profile. I have seen the cost to compare with yet. The purpose for the Fire-Rescue GPO is to avoid having to go to bid AND get the price down to most likely less than I put in the grant budget.

RiverCom

The Recommended Units module in Spillman is nearly ready. RiverCom had to get an outside technician to build a filter to make the unit operate to RiverCom's needs rather than Spillman's design. The filter works and a few adjustments and will be operational. The current system is 14 steps for a dispatcher, with recommended units it will be 4 steps.

Prevention

We have received all our materials for the Back to School Fair and restocked our kid's packets in station.

Assistant Chief's Report: Assistant Chief McClellan reported that the District has another driver to be checked off of on T-52. Kermit performed repair work on seat belt issue of T-52 but it is still plaguing us. E-54 is having an issue with the emergency lighting; Brian Gallup will be working on this. Karen Sargeant will be moving on to brush truck driver training.

EMS Report: Karl Jonasson reported that EMS had 175 calls in July of which 34 were for 3152. Busiest day of the week in August was Sundays. EMS response times were 62.8% for one minute or under, 33% for two to three minutes, .5% for four to five minutes and 1.14% for over five minutes (most of the over 5 minute calls were for transfers).

Old Business:

Company Calendar – Chief Baker distributed the updated Company Calendar. Commissioner Spencer would like to add to the calendar press release dates to occur the Friday after each monthly Commissioners meeting.

Command Truck Update – Chief Baker reported that it will take another two weeks or so to get parts for the new command truck and another week to work out the bugs before it will be ready for pickup.

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RFQQ Electrical Engineer for Station 52 Generator Project – Three bids received. Bids were opened and distributed to the Commissioners and Fire Chief. The three companies submitting bids were: RH2 Engineers Planners Scientists, Z Engineers and the Sazan Group. The need to set a budget for this phase of the Generator Project was discussed.

Action: Commissioner Dan Baker motion to put a spending cap on this engineering planning phase of the project at \$10,000.00 Commissioner John Spencer seconded the motion. (motion passed 2-0)

New Business:

FireRescue GPO Purchasing – The Commissioners discussed the advantages of participating in FireRescue GPO Purchasing.

Action: Commissioner Dan Baker motioned to enter into to purchasing agreement and allow Chief Baker to sign the District up. Commissioner John Spencer seconded the motion. (motion passed 2-0)

Surplusing the Old Command Truck - The Commissioners declared the Districts 2006 Ford F350 Command Truck, license plate number 78447C as surplus. The suggested starting bid for the truck will be set at \$15,000 and the District reserves the right to refuse all bids. The District will accept sealed bids to be opened and considered during a regular board of commissioners meeting.

Action: Commissioner John Spencer made the motion to surplus the 2006 Ford F350 Command Truck and to set the suggested starting bid at \$15,000; Commissioner Dan Baker seconded the motion. (motion passed 2-0)

M.O.U. Chelan County Fire District 5 & iSpy Fire User Agreement - Chief Baker reported per the users agreement with iSpy Fire all District members using iSpy Fire are required to have a background screening check. Over the past couple of years background screening has been run on all new volunteers. The District needs to go through the records and run screenings on crew members who started prior to the District running background screening through Paladin Background Screening.

Resolutions – Resolution 2016-06 Cancellation of Outstanding Warrants. A resolution which cancels two payroll checks, having been issued over a year ago and having not be cashed.

Warrants to be cancelled: Warrant #4460 from 2/5/2015 to Nathan Coggins in the amount of \$41.38 and warrant #4742 from 3/5/2015 to Kermit McClellan in the amount of \$82.89.

Action: Commissioner Dan Baker motioned to approve Resolution 2016-06 Cancellation of Outstanding Warrants; Commissioner John Spencer seconded the motion. (motion passed, 2-0)

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Public Comment: none

Adjournment: Having no additional business before the board the meeting closed at 6:07 p.m.

Chelan County Fire District 5 Board of Commissioners:

absent

Brian Harris, Commissioner

John

John Spencer, Commissioner

Dan Baker

Dan Baker, Commissioner

Tammy Pratt

Attest: Tammy Pratt, District Secretary