

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**December 13, 2016**  
**Regular Meeting of Commissioners**

**Commissioners Present:** Brian Harris and Dan Baker

**Commissioner Absent:** John Spencer

**Others Present:** Chief Arnold Baker, Assistant Chief Kermit McClellan, Karl Jonasson, Chris Willoughby and Tammy Pratt

**Call to Order:** Chairman Brian Harris called the meeting to order at 4:30 p.m. and the flag salute commenced.

**Public Comment:** None

**Pension Board:** Opened at 4:30 p.m. Volunteer physical reimbursement invoice vouchers for Javier Ascanio Pellon, David Donovan, Beau Alanis and Patrick Miller were presented for the board for approval. The invoice vouchers were signed by Commissioner Chairman Brian Harris and will be submitted to the Board of Volunteer Fire Fighters and Reserve Officers for reimbursement.

*Action: Commissioner Brian Harris motioned to approve the volunteer physical reimbursement invoice vouchers, Commissioner Dan Baker seconded the motion, (motion passed, 2-0).*  
Pension board closed at 4:31 p.m.

**Minutes:** November 15, 2016 Meeting Minutes were present and review.

*Action: Commissioner Brian Harris motioned to approve the Regular Commissioners Board Meeting minutes as presented, Commissioner Dan Baker seconded the motion, (motion passed, 2-0).*

**Financial Report:** The November 2016 Financial Report was presented and reviewed.

**Approval of Invoices:** December 2016 Invoice Vouchers Batch FD51 in the amount of \$7,632.60 was presented for review.

*Action: Commissioner Dan Baker motioned to approve December Voucher Batches FD51 as presented, Commissioner Brian Harris seconded the motion, (motion passed, 2-0).*

**Chiefs Report**

**Incidents**

36 Calls for service in November; 27 Calls within District 5, 9 Calls out of District 5. 7 Fire calls; 1 alarm activation, 2 unauthorized burning, 2 authorized burning, 1 MVA with no injuries, and 1 mischief false alarm at the High School where someone pulled the manual alarm on their way out the door. 29 EMS calls; 20 in District 5, 8 out of District 5 and 1 that was cancelled enroute. 7 of the EMS calls Fire provided additional manpower.

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Fire Call Processing was at 4:16, Arrival on scene at 14:50

EMS Call Processing was at 1:33, Arrival on scene at 7:52

Of the 27 calls in District 5, 20 of them, (74%) were compliant to NFPA 1221.

**Personnel and Training**

Drills for November consisted of an Officer meeting, Apparatus driving, medical OTEP and online self-study.

The District was approached about a development up Winesap Ave that had 3 structures that could be donated for live fire training. The asbestos inspection has been done, small amount found, waiting to get the removal done before a burn plan created. It is good opportunity if everything works out.

**Recruitment & Retention**

No new contacts in November

**Facilities and Equipment**

We now have Brian available to get some maintenance done. He is currently working on the Webasto heater for the Command truck, getting it relocated and hooked back up. Using the Utility truck for command until the heater is working.

We will have Brian do all annual truck checks in his slower time.

**RiverCom**

You will see that Fire call processing slid a bit in November. I believe that has something to do with the type of calls we have seen. The only truly emergent call was the motor vehicle accident, then even that call was non-injury. Fall burning in orchard removal have a deep impact on our call processing. Most of these calls are reported from across the lake, poor caller information and location details make it very hard to dispatch. The authorized burning call on Nov 21<sup>st</sup> makes my point. It was called from across the lake, "on the hill behind the Casino" was the location given. We were dispatched to the Casino, early enroute I could see the column on the top of Ivan Morse Rd, we then are tasked to verify both the Casino and the column that could be a structure. Turned out to be an Ecology permitted ag burn. November times are skewed and nothing to fix.

**Prevention**

In an attempt to see how our online records program compared to the US Fire Administration's NFIRS site reports, I created an online login for District 5. Beginning to understand why the rest of the world is frustrated with NFIRS (National Fire Incident Reporting System). The national reports are informative, they are premade. They account for civilian fire injuries and fire deaths, are smoke alarms working or present in the buildings where these injuries or deaths occurred? This is good information, but only at the big picture level. I have access to look at the same reports in Fire District 5 and Chelan County. Chelan County hasn't had a fire injury let alone a fire death in a while. I am not able to access

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Regional or State data. The snapshot that could allow me to have ownership with meaning to a local department, is restricted.

I will be trying to use relationships from my Virginia trip to wake the NFIRS people up. They need to pull the restrictions off and build reports that are meaningful.

I will make a 2<sup>nd</sup> attempt to get an MOU proposal for the Board to consider for re-addressing the higher risk areas of District 5. The Fire Prevention & Safety Grants are focusing on the National smoke alarm issue as a priority. The cost benefit of our addressing proposal is not making a good benefit to value of Federal funding like the smoke alarms are.

**Assistant Chief's Report:** Assistant Chief McClellan reported that driving training was going well and that Taylor Quigley's certifications were progressing.

**EMS Report:** Due to EMS Director Karl Jonasson's absent there is no EMS Report for the month of November.

**Old Business:**

**Company Calendar** – Chief Baker distributed the updated Company Calendar.

**Surplus 2006 F 350** – There are three local private parties interested in the possible purchase of the surplus 2006 F 350. The truck is in need of a new battery and the console and light bar will need to be removed prior to sale.

**Firefly Website Rebuild Status** – No new work has been completed on this project. Chief Baker is working on updating the old data from the previous webpage for use in the new web page.

**New Business:**

**Chief Baker RiverCom Operations Group Chairman for 2017** - Chief Baker was elected to be the new RiverCom Operations Group Chairman for 2017 representing the fire related side of RiverCom.

**Enduris Water Damage Reimbursement Request** – A request for reimbursement of repair costs incurred by Enduris for the water leak damage which happened in 2015 has been turned over to VFIS/Glatfelter. The District does not supply insurance coverage to the building of station 51, as we are renters. This claim will fall under the general liability insurance the District does carry.

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**January Meeting Date Change** – A written motion was signed to move the regularly schedule Board of Commissioners Meeting from January 10, 2017 to the third Tuesday of the month, January 17, 2017. The motion also approved authorizing Commissioner John Spencer the authority to solitarily review and approve the January invoice voucher batch FD51 on Tuesday, January 10, 2017.

**Station 52 Flag Pole Installation** - Purchasing and installing a flag pole at station 52 was discussed. This project will be researched for a possible installation in Spring of 2017.

**Resolutions:**

- Resolution 2017-01 Resolution to Appoint Board Officers & District Secretary - A resolution appointing Commissioner John Spencer as Chairman, Commissioner Dan Baker as Vice-Chairman and Tammy Pratt as District Secretary was made.  
*Action: Commissioner Brian Harris motion to accept Resolution 2017-01, Commissioner Dan Baker seconded motion, (motion passed, 2-0)*
  
- Resolution 2017-02 Resolution to Set Commissioner's Board Meeting Schedule - A resolution setting the Regular Board of Commissioners Meeting for 2017 was made.  
*Action: Commissioner Brian Harris motion to accept Resolution 2017-02, Commissioner Dan Baker seconded motion, (motion passed, 2-0)*
  
- Resolution 2017-03 Resolution to Authorize Fire Chief & Secretary to Transfer Funds - A resolution was made granting authority to Chief Arnold Baker and District Secretary Tammy Pratt to transfer funds between the districts cash on hand account and its reserve account in order to capitalize on interest earned by the District.  
*Action: Commissioner Brian Harris motion to accept Resolution 2017-03, Commissioner Dan Baker seconded motion, (motion passed, 2-0)*
  
- Resolution 2017-04 Resolution to Appoint Payroll Officers for Fiscal Year 2017 - A resolution appointing the following individuals as Payroll Officers for Fiscal Year 2017: Commissioner John Spencer, Commissioner Dan Baker, Commissioner Brian Harris, Chief Arnold Baker and District Secretary Tammy Pratt  
*Action: Commissioner Brian Harris motion to accept Resolution 2017-04, Commissioner Dan Baker seconded motion, (motion passed, 2-0)*

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**Resolutions, continued:**

- Resolution 2017-05 Resolution Appointing Finance Auditing Officers for Fiscal Year 2017 - A resolution was made appointing the following individuals as Finance Auditing Officers for Fiscal Year 2017: Commissioner John Spencer, Commissioner Dan Baker, Commissioner Brian Harris, Chief Arnold Baker and District Secretary Tammy Pratt  
*Action: Commissioner Brian Harris motion to accept Resolution 2017-05, Commissioner Dan Baker seconded motion, (motion passed, 2-0)*

**Public Comment:** Chris Willoughby reported that the Season of Hope project was very successful this year \$7,100.00 was distributed to 13 different families. The Volunteer Fire Fighter Association was able to donate \$1,000.00 to the Manager Mall Program to assist in their efforts in providing gifts to 1,200 children this year.

**Adjournment:** Having no additional business before the board the meeting closed at 5:37 p.m.

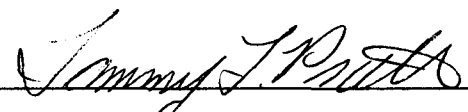
**Chelan County Fire District 5 Board of Commissioners:**

  
\_\_\_\_\_  
**Brian Harris, Commissioner**

Absent

\_\_\_\_\_  
**John Spencer, Commissioner**

  
\_\_\_\_\_  
**Dan Baker, Commissioner**

  
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Attest: Tammy Pratt, District Secretary