

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
May 12, 2020
Regular Meeting of Commissioners

Commissioners Conference Call: Dan Baker, Dana Starkweather and John Spencer.

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

Call to Order: Commissioner Baker called the meeting to order at 4:31 p.m. No Flag salute, due to the Governor's Proclamation for meetings suspended.

Pension Board: None

Public Comment: None

Minutes: The Meeting Minutes for the Regular meeting on April 14, 2019 were presented. Commissioner Baker would like to make an addition to the Meeting Minutes; Fred Weiss was also present on the conference call April 14th and should be added to "Others On Call". Commissioner Spencer also would like to make a small change re: Training Officer Report, Minutes should include his request for a count of new/dropped volunteers on a monthly bases. Commissioner Spencer motioned to approve Minutes, Commissioner Baker seconded; Motion passed unanimously once changes have been made.

Financial Report: Presented and reviewed. Chief Baker suggested doing a funds transfer from regular account to reserve account of \$250,000.00. Commissioner Starkweather made a motion to approve funds transfer of \$250,000.00 from regular checking account to reserve account and Commissioner Spencer seconded the motion; Motion was approved unanimously. Chief Baker commented more Property Taxes are being deposited.

Approval of Invoices: Commissioner Baker, Motioned to affirm the Voucher FD51 in the amount of \$7,346.02, Commissioner Spencer seconded; Motion passed unanimously. Commissioner Baker commented he worked an extra hour @ Conference Call w/Architect Randy Vanhoff, two separate half hour calls.

New Business: None

Old Business:

- Company Calendar; WFOA Webinar with Attorney Brian Snure, May 30th and June 6th. Chief Baker recommended having all Commissioners participate in both.

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Chief explained there are two grants he can apply for regarding; Stimulus Funding (Assistance to Firefighters COVID-19). He is currently working on Cares Act / DHS FEMA grant, deadline is May 15th.

Chief spoke with Ray Eickmeyer, Director of EMS at Lake Chelan Community Hospital, he stated the EMS levy is on the ballot for August 2020. Commissioner Baker and the Chief both agreed to try and make the next Hospital Board meeting via/phone conference May 26th.

- ZBA-Architect, Randy Vanhoff: Station 52
Permit Status: Chief Baker will be emailing Brad Scott @ Building Department to see how to file our permit for Station 52 addition, as the permit cannot be filed electronically. The permit is based on an estimated cost of \$150,000 for the building-addition. Once the Chief hears back from the Building Department on permit-fee, he'll make plans to get paid a.s.a.p.

Chief Baker received a quote from Chelan Printing re: Spec document printing cost. The estimate seemed very economical especially if we choose to print black/white. Priority sequence; have all Spec printing completed then reach out to contractors via MRSC for bids. Goal is to receive five contacts or more. Chief suggested Contractors should be given a deadline of two weeks to prepare bids. Once bids are collected he suggested calling a "special meeting" with Commissioners to review and make a decision on best quote. Goal is to get Spec documents into Contractors hands as soon as possible. Chief Baker commented, "Essential" building permits should take priority, as residential permits are back logged.

- Electric Sign Update: None
- Pre-Fire Plans: CCFD#1 Grant (Wildland Urban Interface) Assessments
Fire District 1 in Wenatchee helped to secure this grant for \$4,571.00.
This will provide personnel iPad's and data software so each Fire District will be able to access data to help in pre fire planning/management throughout the different counties.

EMS Report: None

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Training Officer Report: Karen Sargeant

***Further Discussion for Training Report**

Karen created a table to list our Manson firefighters “Certifications” as of May 8th. The chart stipulates how many have completed the needed Certifications. Everything from Firefighter 1, Hazmat Operations, Wildland FFT1 and FFT2 to EMT and more.

Karen was disappointed to hear the Practical Test in Leavenworth was cancelled. There are limited locations here in our area. She is currently working with Dale Hille to find appropriate amount of “Evaluators” to help with future practical and written tests. Unfortunately everything is up in the air with our current COVID-19 shut downs.

New Target Solutions- Online training program is going well, all but two volunteers have been set up with accounts.

Members: Zach Phelps, new volunteer member had his first fire call-May 12th and gained some good fire training. He is eager to learn and moving forward quite fast with needed certifications. Another member back with the Manson Fire Department is David Donovick, he is ready to work on his refresher courses as needed.

Training Records: Karen worked with Admin Assistant, Reggie to organize personnel files, updating needed documents. Karen completed “Accountability Tags” for all volunteers, and is encouraging everyone to log hours and give to Chief Baker, so all are getting appropriate training credit. Commissioner Spencer reiterated, he would like to have a count of all current/dropped recruits on ongoing bases.

Assistant Chief’s Report: None

Chiefs Report:

***Additional Discussion for Chiefs Report**

Facilities:

Irrigation for property at Station 2: Chief Baker is trying to work within a \$5,000 budget for complete irrigation system. Commissioner Starkweather suggested having local companies submit bids for project. Chief commented, he would like to save the expense by doing the irrigation himself.

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EMS Vehicle Ambulance 3151: Chief will be making an appointment to have work repair done next week, as he would like to have it to the shop before Memorial weekend.

2008 Alexis Sterling Aerial Snozzle Pumper:

Chief received an email from the salesman from Fire Truck Resource in Saunemin, IL. The company is having their regular Board Meeting on May 20th to discuss our purchase offer. Chief will hopefully have an answer then.

Fire Prevention: None

Public Comment: None

Adjournment: Commissioner Baker closed meeting with no additional business before the Commissioners, the meeting adjourned at 5:20 pm.

Chelan County Fire District 5 Board of Commissioners:

Commissioner Chairman Dan Baker

Commissioner John Spencer

Commissioner Dana Starkweather

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

May 12, 2020

Incidents

43 Calls for service in the month of April; 40 within Fire District 5 and 3 out of the District. Fire responded to 21 calls within District 5.

In District 5; 4 Authorized Controlled burning, 2 Unauthorized burning, 1 grass fire, 2 grass-brush fires, 2 cooking fires confined to the origin, 2 Dispatched and cancelled, 1 watercraft rescue, 1 CO alarm malfunction, and 6 calls to Assist EMS crew.

EMS responded to 27 medical calls in District 5. 19 Calls EMS handled without Fire, 1 watercraft rescue, 1 CO alarm malfunction, and 6 with assistance of Fire.

Out of District; 3 Medical calls.

April Call Times;

Fire Call Processing was at 2:38, Arrival on scene at 10:38.

EMS Call Processing was at 1:34, Arrival on scene at 8:23.

Of the 40 dispatches in District 5, 32 calls were compliant to NFPA 1221, for call processing for 80%.

Of the 38 responses in District 5, 34 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 89.5%.

I would like to draw your attention to the Number of Responding Apparatus & Personnel doc; With Fire responding to 21 incidents (most were volunteer call outs), we had very good response numbers. I would attribute this to keeping our culture and expectations clear to our members and good focus on incentives to produce an output. I would ask the Commissioners to keep evaluating our programs to produce deliverables to the citizens.

Personnel and Training

First time in my career to not have drills. Most all firefighters are doing the Wildland Refresher online. State and Federal agencies are just renewing wildland qualifications same as last year without a work capacity test. Once out people complete the online refresher, we will issue their wildland red card.

The large house at 50 Rutherford Ln is permitted to move forward before we can assemble a large enough group to do the burn. I explained it to the contractor building the new home; You can meet social distancing on the job site when you will have 6 to 8 workers on the site. I need to have 50 people to burn the house including assistance from 3 other departments. As firefighters we have to work in close teams, we can't provide distancing. I turned the house down as a burn project.

As it was becoming apparent that we were losing the house listed above; Wapato Point Management calls to invite us to burn 6 structures with 8 units each. Working through the timelines it looks like this project will happen in the fall. This can have many more opportunities than the Rutherford Ln house. I will keep you posted on progress of this event.

Recruitment & Retention

No new recruits.

Facilities and Equipment

Building Addition – We are very close to filing for the building permit. We have the Geo Assessment letter and Randy has the Energy Code Report that was the last item. I reminder Randy that we

needed a cost estimate not only for our benefit of knowing what this may cost, but the building permit fee is based on that estimated cost. When we are ready to file, I will contact each Commissioner for a voucher to cover the permit fee. Handling as a standalone voucher can assist the Auditor's Office to do a transfer to the Building Department for faster payment.

Truck Purchase – On April 27th I received a condition report from Alexis Service Manager Brian Dillbeck that the truck was in very good condition. His observations found 2 small hydraulic leaks. His estimate to fix those leaks is \$1500. I got a quote at GCR Tires in Wenatchee for all tires replaced at State Bid rate for \$4383. With consensus of the Commissioners, we made an offer of \$152,500 on April 27th. That offer had the seller taken back as it wasn't close to the asking price. I wasn't sure that Dennis the salesman was going to tell the department about the offer. He did tell them and he even acknowledged that it was pretty close to his appraisal. We are waiting for the seller Board of Trustees to get together and discuss our offer. One of the trustees doesn't understand depreciation and thinks the truck is still worth \$250,000. An important piece of information I need as an input in a depreciation schedule is the purchase price. From the purchase price to present day is based to the truck at 100% condition. Fair market value is the depreciated value minus repair costs. In this case hydraulic repairs and tire replacement. Our offer is very close to the fair market value.

RiverCom

Nothing to report as Board business has been essential only.

Prevention

In contact with the other Chiefs in Chelan County, all have stated that they will be fine with closing burning on June 1st. The last month has produced cooler weather and all the Fire resources have used precautions to prevent Covid outbreak in their departments.

MAY TRAINING REPORT

Certifications – Listed below are the firefighter certification as of 5/08/2020.

TITLE	IFSAC	NFPA	EQUIVELENT	NWCG	OTHER
Firefighter 1	5	1			
Firefighter 2	3	1			
Hazmat Operations	8	1	2		
Officer 1	2				
Officer 2	1				
Instructor 1	6			1	
Wildland FFT2				6	
Wildland FFT1				5	
Engine Boss				2	
EMT B					8
EMT A					0
EMT Instructor/Evaluator					2
Fire Inspector 1	1				
Public Information Officer				1	

There are two firefighters that are in the process of IFSAC testing, one for Hazmat Operations (Jerry Smith) and the other for Firefighter 2 (Nick Glenn). There are three firefighters that are currently enrolled and are pursuing the EMTB certification, (Tiffany Gaughan, Aaron Richmond, & Mike Knott).

ONLINE TRAINING – TARGET SOLUTIONS

All of the firefighters that will be completing any online training with the new online training program, Target Solutions (TS) have entered into the system and have activated their accounts. They completed a short overview training on Covid19 and are currently finishing 4 RT-130 Wildland Refresher modules. By completing these 4 modules, all of the firefighters will have met the NWCG requirements to qualify for wildland fire suppression. The TS modules for other firefighting topics are more informative and pertinent than the previous online training program.

The TS program is essential in this time of social distancing. I am researching all of the training modules to choose the best ones to assign in the future.

MEMBERSHIP

We have added a fourth firefighter to the membership, Zach Phelps. He is a student at Western Washington University and has a desire to pursue a career in the fire service. He will respond to Station 51 and has fulfilled all the requirements for wildland fire. He also has completed the Command Structure courses.

We also had a firefighter return to active status – David Donovan. He is from the Emerson Acres development area and is pleased to be active again.

TRAINING RECORDS

I have completed the review of firefighter training certificates and have compiled a list of needed classes or missing certificates. I will be coordinating with individual firefighters to get their training files up to date.