

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
November 15, 2016
Regular Meeting of Commissioners

Commissioners Present: Brian Harris, Dan Baker and 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. It was noted that Curtis McClellan has returned to service in our District. Having no other business closed at 4:31 p.m.

Minutes: October 11, 2016 Meeting Minutes were present and review.

Action: Commissioner Dan Baker motioned to approve the Regular Commissioners Board Meeting minutes as presented, Commissioner John Spencer seconded the motion, (motion passed, 3-0).

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

Approval of Invoices: Processed November Vouchers Batch FD51 for \$6,124.40 was review. November Vouchers Batch FD52 in the amount of \$850.66 was presented and review.

Action: Commissioner Dan Baker motioned to approve November Voucher Batches FD51 & Batch FD52 as presented in the total amount of \$6,975.06, Commissioner John Spencer seconded the motion, (motion passed, 3-0).

Chiefs Report

Incidents

28 Calls for service in October; 19 Calls within District 5, 9 Calls out of District. 2 Fire calls; 1 a Motor Vehicle Accident, 1 a CO alarm malfunctioned. 26 EMS calls; 21 calls for EMS only, 1 call an EMS assist and 4 calls cancelled enroute. The extended time for the CO alarm was due to poor addressing and address marking.

Fire Call Processing was at 1:41, Arrival on scene at 15:38.

EMS Call Processing was at 1:21, Arrival on scene at 8:27.

Of the 19 calls within District 5, 16 of them, (84%) were compliant to NFPA 1221.

Personnel and Training

Training in October consisted of a drill night to test the 4" large diameter hose, move the hose bed dividers and load the 5" large hose, medical OTEP for infectious disease, 24/7 Online for Hazardous Materials and Hydrogen Sulfate Awareness. No meeting on Halloween.

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Recruitment & Retention

We have a returning recruit this month. We had Curtis McClellan joined right out of High School, later went into the military and serving in the middle east. Since his discharge has had work take him out of District and of late in Holden. He is now employed locally and asked to rejoin the District.

Facilities and Equipment

We have completed hose testing for the year. In past years we have had the fire shift doing all the work. It is a difficult job with a small crew. This year on the fire shift, also invited anyone that wanted to participate. The larger crew size was so much more efficient and able to complete all the 1 1/2" to 3" hose in 4 sessions. We had very few hose failures during testing.

Our replacement project for the coming year will retire the last of the 1980's hose. It is in very good shape. We were able to separate it out of the newer hose, placing the 1980s 2 1/2" and remainder of the (1997) 4" hose on Engine-53 as the last out engine.

RiverCom

Call Processing times continue to improve. The system is sending additional page tones occasionally after the initial set of tones have been sent. Fine tuning the page filter can reduce this over time.

Prevention

I attended a Vision 20/20 Summit in Virginia this past weekend. This was the same Summit I attended last year in Nashville. This year had more of the Vision 20/20 partners in attendance. An amazing group with the passion to reduce the number of home fire deaths and injuries. The group is so high level that none of them understand volunteer departments and yet have a lot of interest to help small departments. I think this is going to be a good avenue for me to assist this group to overcome some barriers so the Community Risk Reduction Programs can be successful in smaller communities.

Assistant Chief's Report: Assistant Chief McClellan reported that driver training was going well. Dan Baker is now certified on the tender and he is still working with Taylor Quigley and Ross Young. Assistant Chief McClellan attended Fire Officer 1 training and testing in Burlington this past month. He passed the practical test but will need to return and retake the written portion of the test later this winter.

EMS Report:

EMS Director Karl Jonasson reported that the busiest day of the week in October was Saturday. The busiest time of day was between 18:00-21:00 hours.

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Out the door EMS response times for October were: 48.9% for one minute or under, 46.8% for two to three minutes and 1 call for four to five minutes.

Response time, from out the door to arrival at the scene of the EMS incident in October were: 81% for zero to five minutes, 19% for six to ten minutes, 5 calls for eleven to fifteen minutes and 6 calls for greater than fifteen minutes. 3151 has been pulled in due to 312 blowing a head gasket.

Executive Session: (g) “to review the performance of a public employee” Commissioner Harris, Commissioner Baker and Commissioner Spencer suspended the regular meeting and entered executive session at 5:10 p.m. with the estimation that executive session would last approximately fifteen minutes. At 5:26 p.m. the Commissioners extended the length of the continuing executive session by ten more minutes. At 5:43 p.m. the Commissioners concluded executive session and resumed the regular session.

Old Business:

Company Calendar – Chief Baker distributed the updated Company Calendar.

Station 52 Generator Project – Commissioner Brian Harris spoke with the engineer regarding the selection of the generator. It was determined that a 277 amp generator would best suit the District’s needs. The generator will be located on the side of Station 52 on a pad with a removable roof cover to be built over it to protect it from the elements, yet allow for servicing access.

Firefly Website Rebuild Status – No new work has been done on this project.

New Business:

Season of Hope Project – Chris Willoughby reported that the Manson Volunteer Fire Fighters Association will be delivering this year’s gifts to needy families on Monday night, December 5, 2016 at 18:00 hours.

“The Farm Development” – A new housing development proposal is in the planning stages called, The Farm. The group discussed the needs for EMS and Fire access to communities.

2016/2017 Snow Removal – Kermit McClellan will be providing snow removal for the District from Station 51 & 52 under the same agreement as last year.

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2017 Wage Adjustments:

District Secretary Compensation: The Board of Commissioners authorized a \$1.00 per hour wage increase for secretary Tammy Pratt's to begin January 1, 2017.

Chief's Compensation: The Board of Commissioners authorized a 5.953% (\$4,585.08) annual salary increase for Chief Baker beginning January 1, 2017.

2017 Budget Approval

Chief Baker presented the proposed budget plan for the coming 2017 year in the amount of \$821,273.62

Action: Commissioner John Spencer motioned to approve 2017 budget, Commissioner Brian Harris seconded the motion, motion passed (3-0).

Resolutions: 2017 Levy Ordinance/Resolution No. 2016-09

Action: Commissioner John Spencer motioned to accept the 1% levy increase in the amount of \$5,756.04 from the 2016 levy of \$575,604.31, Commissioner Dan Baker seconded, motion passed (3-0)

Levy 2017 Certification

Action: Commissioner Brian Harris motioned to approve the Levy Certification for \$594,000 for year 2017, Commissioner John Spencer seconded, motion passed (3-0)

Public Comment: none

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

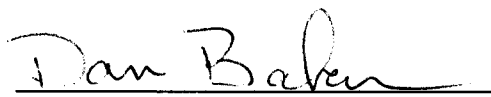
Chelan County Fire District 5 Board of Commissioners:



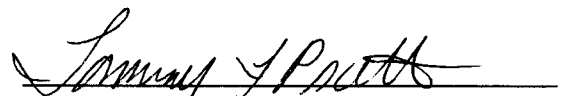
Brian Harris, Commissioner



John Spencer, Commissioner



Dan Baker, Commissioner



Attest: Tammy Pratt, District Secretary