

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
November 8, 2023
Regular Meeting of Commissioners

Commissioners Present: Fred Weis and Dan Baker.

Others Present: Chief Arnold Baker, District Secretary Reggie Trusel, Training Coordinator Raynor Baker, Lieutenant Beau Alanis, Captain Nick Glenn, Firefighter Association President Chris Willoughby, Assistant Chief Kermit McClellan,

Call to Order: Assistant Chairman Weiss called the meeting to order at 4:30 p.m. The Flag salute commenced. A moment of silence for Commissioner Starkweather.

Pension Board: Opened: 4:30 pm, closed at 4:31pm.

Public Comment: Assistant Chairman Weiss invited Commissioner elect Chris Willoughby to join the Commissioners at the main table. He will be replacing Commissioner Starkweather-Position #1 starting January 2024.

Minutes: Assistant Chairman Weiss presented the Regular meeting Minutes from September 13th and October 8th, Commissioner Weiss, Motioned to approve September 13th and October 8th Meeting Minutes; Commissioner Baker seconded; Motion passed unanimously.

Financial Report: Chief Baker suggested to the Board to transfer \$200,000.00 funds from Expense account to Reserve account, Commissioner Baker, Motioned to approve funds transfer of \$200,000.00 from Expense to the Reserve account; Commissioner Weiss seconded; Motion passed unanimously.

Approval of Invoices: Commissioner Baker, Motioned to affirm; November Voucher FD51 in the amount of \$17,550.54, Voucher FD52 in the amount of \$5,579.57 Commissioner Weiss, seconded; Motion passed unanimously.

New Business:

- Aaron Richmond: Fire Instructor 1 Certification
Assistant Chairman Weiss spoke on behalf of the Board congratulating firefighter volunteer Aaron Richmond for his achievement.

Old Business:

- **Station 51 Remodel**
Chief Baker reported, the new board room windows have now been installed. The other bay flooring was not in the original bid, and explained he is looking at options for grinding/leveling cement. The estimated cost would be around \$4,200.
- **Levy 2024:** Chief Baker reviewed with the Board the 8 Levy goals and discussed how they could reach those goals realistically with two possible scenarios for the

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length of the Levy. The Chief shared a Chelan County- website page with the Board, which reflects the average year's growth data for our area. He noted this data helped him reach a fair but conservative Levy amount to ask for. He also added Attorney Brian Snure will be able to help with Levy language as the department will be posting and sending out information to the public. The Chief summarized; the Commissioners will need to decide how much "reserve dollars" they would like to have by the end of the Levy 2030. Association President Willoughby suggested creating a budget line item for just "maintenance" and see how that fits in with main budget, perhaps \$50,000-\$60,000 annually. Commissioner Baker cautioned quoting specific numbers regarding WSRB rating and Fire Insurance savings. The consensus of the Board and Chief Baker is to focus on delivering the best service to the community.

- **Station 52:** Training Center progress
Chief Baker advised the Board of the public zoom hearing for Conditional Use Permit (CUP 23-322) regarding ST52 Training Center project. The meeting is November 15th at 1:00 pm. He informed the Board, Paul Coppock from DOH Associates will be representing the Fire Department. Discussion was made between the Commissioners and department members regarding the process in mitigating the contaminated soil on the 3.3 acres. Traces of lead arsenic are commonly found in much of the soil where orchards have been pulled. The Department of Ecology (DOE) will be helping to cover the cost of at least 50% in removing the contaminated soil and or capping with new soil. Chief Baker indicated the Fire Department would initially cover the cost then potentially be reimbursed by DOE and could be in the area of \$500,000. The Chief explained the soil might not have to be totally removed but relocated on the property then capped which would be more cost effective. He advised Batchelor Excavation is working on scheduling.
- **Company Calendar:** Chief Baker went over scheduled meetings. Saturday, November 11th he will be bringing TW-51 to hang the flag for the Veterans Day event in downtown Manson starting 11:11 am. Assistant Chief McClellan advised notifying; RiverCom and the Link bus of road closer during Veteran's ceremony. Also, notifying the proper parties on having signage displayed for re-routing traffic.

The Chief shared how the WFCFA conference went this past month with several good speakers including Attorney Brain Snure who explained the need for more volunteer firefighters across Eastern Washington counties. The Chief noted he himself might be speaking at the next Chief's conference about our departments success in maintaining a positive volunteer program. He reiterated the value for

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our own firefighters are high and they are hands-on when putting fires out.

- **Pre-Fire Plans: FlowMSP-** The Chief briefed the Board; FlowMSP is in the process of developing our site. He displayed to the Board which shows where hydrants are in location to commercial areas. There are ninety-three commercial businesses so far on the site. The Chief reported volunteer Dan Weakly has offered to help Nick with the program and the App should be ready to launch soon.
- **2024 Budget Approval-** Chief Baker advised discussing after Executive Session.
- **E-51 Replacement**
Chief Baker discussed the progress with Cascade Fire & Safety for pumper truck replacement. He indicated sending the Commissioner and Officers a resent proposal from CFS with 4WD feature added. The Consensus from the Board and Officers in attendance; there is no need for 4WD on new engine. The cost quote for 2WD is \$854,521.00 with tax (\$925,446.24). Assistant Chairman Weiss added it is advantageous for this replacement engine to be equipped to handle both wildland and structural fires. Commissioner Baker suggested changing some of the wording in the existing agreement to give a more general reason for “Opting Out.” The Fire District is able to take action on this quote by our membership in Sourcewell, a national bidding organization. TC Baker and Association President Willoughby both suggested keeping E-51 in our current fleet as a backup water source. Commissioner Baker, Motioned to approve the purchase order of new engine with Cascade Fire & Safety (CFS); Commissioner Weiss seconded, Motioned passed unanimously.
- **Winter Coat Policy:** Chief Baker displayed to the Board the current participation spreadsheet of the volunteer firefighters. Highlighting those attending 50% of drills and 10% of calls. If participation is met the volunteer will receive a safety-winter coat and be responsible to maintain their participation requirements to keep it. The Chief reiterated he will be giving those volunteers the credit earned for making up missed drills and recognizing those who do extra training, fourteen volunteers currently qualify for the coat. Captain Glenn noted some of the volunteers are concerned they will not meet the minimum to earn the coat and it is important to educate the volunteer members to at least respond to a call and make the effort to go to one of the stations. Chief Baker noted Captain Glenn put together a good solid policy, and with the few edits the policy is ready for the Boards vote. The policy was displayed for attendees to review. Commissioner Baker, Motioned to approve Winter Coat Policy with word changes; Commissioner Weiss seconded; Motion passed unanimously.

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EMS Report: None

Assistant Chief's Report: Kermit McClellan -

Reported nothing new to add, things are moving along with driving.

Training Coordinator Report: Raynor Baker -

Advised the Board the report reflects the one-on-one times spent with volunteers. TC Baker indicated there are five volunteers signed up for the Firefighter Recruit Academy scheduled from February-March 2024. He summarized testing opportunities for FF1 should be opening in the next couple of months.

Chiefs Report:

***Additional Discussion for Chiefs Report**

Facilities & Equipment:

Group Insurance with Chelan Fire & Rescue

Chief Baker suggested there will be some savings in doing the group insurance with Chelan Fire & Rescue. He indicated Nicholson Insurance Associates needing additional data to finish up with a quote. The Chief suggested attending Chelan's Commissioner meeting next Wednesday, 11/15/23.

DNR Grant Chassis: The Chief has inquired with RWC on a timeframe for chassis order. Nothing new to report.

3rd Lieutenant Position:

Chief Baker reported there are three applicantes who have applied from our department, Aaron Richmond, Darrick Steele, and Dashiell Hei. All will be given four weeks to study material on specific chapters from the Company Officers text. Testing would be sometime mid-December. The books should be arriving by Monday, so each will have their books to start. The Chief advised he will set up mock incidents for them to do, role playing with each candidate while each of them take command. There will be a panel available to help during the mock incidents. The different scenarios will show how each will perform under pressure while the written test is more knowledge based.

Executive Session: RCW 42.30.110 (1) (g) to review the performance of a public employee. Assistant Chairman Weiss asked for approximately 20 minutes. The Board started executive session at 6:13 pm and reconvened the regular meeting at 6:35 pm.

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Budget Approval 2024: The Board discussed pay increases for the upcoming year, consensus was to increase the Fire Chief's salary and Training Officer salary by 6%, Officers stipend will increase 5% and the Administrative Assistant pay increase will be a 10% salary increase.

Levy Certification - 2024: Commissioner Baker, Motioned to approve Levy Certification of \$812,883.27 with refund amount of \$1,116.73, Commissioner Weiss seconded; Motion for Levy Certification passed unanimously. Commissioner Baker Motioned to authorize Reggie Trusel, Administrative Assistant to sign Levy Certification, Commissioner Weiss seconded, Motion passed unanimously.

2023-12 Resolution for County Tax Ordinance - 2024:

Commissioner Weiss, Motioned to approve Resolution 2023-12 of (1% Increase from previous year Levy amount of \$771,357.98), Commissioner Baker seconded, Motion for Resolution 2023-12 passed unanimously.

Public Comment: Commissioner Weiss asked the member attendees if they were opposed to changing the regular meetings back to Tuesday's and making the time earlier in the day. Consensus from the members is to keep the monthly meeting on Wednesday's and keeping the current 4:30 pm time. Assistant Chief McClellan advised the Board it is difficult for the Officer group to come any earlier with their current work schedules. Commissioner Weiss concluded the current Wednesday, 4:30 pm regular monthly meeting will remain as is for the time being.

Adjournment: Commissioner Weiss closed the meeting with no additional business before the Commissioners; the meeting adjourned 6:53 pm.

Chelan County Fire District 5 Board of Commissioners:

Commissioner Fred Weiss

Commissioner Dan Baker

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

November 8, 2023

Incidents

47 Calls for service in the month of October; 33 within Fire District 5 and 14 out of District. Fire responded to 14 calls within District 5.

In District 5; 1 Unauthorized burning, 1 MVA with no injuries, 1 Sprinkler system malfunction, 1 No incident found on arrival, 1 Authorized control burning, 1 Dispatched & cancelled, and 8 Assist EMS calls.

Out of District 5; 2 Dispatched & cancelled

EMS responded to 19 calls in District 5. 9 EMS Calls handled without Fire, 1 Dispatched & cancelled, 8 with assistance of Fire, and 1 MVA with no injuries.

Out of District 5; 7 EMS Calls, 1 MVA with no injuries, and 4 Dispatched & Cancelled.

October Call Times;

Fire Call Processing was at 1:26, Arrival on scene at 7:04.

EMS Call Processing was at 1:22, Arrival on scene at 9:44.

Of the 24 dispatches in District 5, 22 calls were compliant to NFPA 1221, for call processing for 91.7%.

Of the 22 responses in District 5, 20 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 90.9%.

Personnel and Training

Training for October consisted of;

10/3 Quarterly SCBA, HP CPR and Fit testing – 16 attended

10/9 Officer meeting – 6 attended

10/10 Water Tender shuttle – 10 attended

10/16 OTEP: Case review – 8 attended

10/17 Extrication – 12 attended

10/24 Hydrant-Pump-Attack 1st due & 2nd due (combined drill with Chelan) – 12 attended

10/31 No drill Halloween

Facilities and Equipment

Chelan County CPIF Grant for the Training Center – Our CUPA will have its hearing on Nov 15th. I provided additional information to the WA Dept of Archaeology & Historic Preservation. They have changed their recommendation from a site visit survey to inadvertent discovery plan. If we should find anything, stop and call for investigation. The Tribe could push for a survey and that would set us back for time.

I spoke with Jay Batchelor on 10/31, he was wrapping other projects up and wanting to start. I will contact Paul to ask for a prescription for covering the contaminated soils. We have done every step Ecology has asked and should be in good position to get the mitigation started.

Station-51 Remodel – Roll-up door has been removed and the window wall is in. We did not have floor finishing in our bid spec, I gave an approval to have the floor ground and sealed.

Group Insurance – Myself with Chief Asher and Commissioner Jones met with Pam Perkins from Nicholson at the Commissioners conference. Our rate was considerable savings. Then I discovered

that I hadn't gotten Chelan EMS' call data, the premium rate is flawed. Collecting their data now and will get a requote.

Engine-51 Replacement – We have received a solid quote from Cascade Fire for a KME Pumper, \$854,521 before tax. With tax it comes to \$925,446.24. 4 wheel drive is estimated near \$40,000 additional. 4 wheel drive, with tax would be in the neighborhood of \$968,766.24. KME is continuing to build a firm quote to add 4x4. I wouldn't add the cost for 4WD to a type 3 because it doesn't have a winter time mission. This pumper will respond with priority year around. With the driveways we have in the District, this is a good added value.

I want to be clear, we could find a cheaper pumper. This pumper is designed to be an effective structure engine. It also is equipped with CAFS (Compressed Air Foam System) that makes fighting structure fires and wildland fires at a higher efficiency. This truck is designed for "pump-n-move". Most pumpers are stationary while pumping. We will be able pump-n-move during wildland fires. We had some engineering issues with E-52 that make it less desirable in its pump-n-roll operations. We have fixed those issues in this truck. It is fully a structure engine and fully a wildland structure protection engine. This investment addresses our 2 biggest risks in the Fire District.

RiverCom

Continuing to work on negotiations for the property. A group will come to Manson on Nov 8th for a meeting with Rep Mike Steele.

Prevention

Flow MSP is working on the on-boarding. We still have a couple weeks before it is operational.

DNR Grant Chassis

I have an inquiry to RWC, the International dealer to see when we can get the chassis ordered?

3rd Lieutenant Position

I have received 3 emails of interest for the Lt position; Aaron Richmond, Darrick Steele, and Dashiell Hei. I have ordered study materials for them and those should arrive before Board meeting. My plan is to select specific chapters out of the Company Officers text. Give them 4 weeks to study. That should put a testing/panels day in mid-December. Panels will consist of the written test, an oral board of officers, a fire command simulated event and an interview with the Chief. We can do it all on a Saturday afternoon or a couple of evenings.

November 2023 CURRENT CERTIFICATION REPORT

(Completed 11/01/2023)

TITLE	IFSAC CERTS	Medical	NWCG	2023 GOAL
Firefighter 1	1			5
Firefighter 2	3			3
Hazmat Operations	12			6
Officer 1	2			2
Officer 2	2			1
Instructor 1	7			7
Instructor 2	1			0
Wildland FFT2			16	20
Wildland FFT1			4	2
Engine Boss			2	2
Tender Driver			5	
EMT		14		15
EMT Instructor/Evaluator		2		2
Fire Inspector 1	1			

Total Number of Chelan Fire District #5 Personnel = 41

Number of Interior Firefighters = 22

Number of Driver Operators = 3

Number of Medical / Support Personnel = 11

Number of Junior Firefighters = 5

Number of members on Leave = 3

CURRENT TRAINING REPORT

Training Review

October was the beginning of 4th quarter where we look to finish up the required training for the year. The goal for November and December is to button up loose ends and finish the year strong. We had a couple required topic trainings in October and we have just one left, our Haz-mat refresher in November.

Drill turnout was down a little in October to 13 firefighters throughout the months 4 drills. I think this was due to hunting season but I feel we tend to trend down most years towards the end of the year. October 3rd, we had our Quarterly HP CPR, SCBA and SCBA proficiency drill as well as our yearly fit testing. October 10th, we did the water tender shuttle. Earlier in the year we did this drill with the porta-

tank and this time around we used the clappered wye to cycle trucks through and maintain our stream. October 17th, we had an extrication drill where we split our crews in 2, having one group use our newer extrication tool and one use the older set then switch to give firefighters time with each. October 24th, we had a combined drill with Chelan. We started with dinner then moved to the North Shore Church parking lot for our hydrant pump attack drill. We were able to see each departments hose loads and deployment and mixed firefighters from Manson and Chelan on the drill and trucks so firefighters really got to work with different firefighters and equipment. The feedback from our firefighter and Chelan was they all loved the drill and working with each other.

Testing:

Aaron Richmond got results back from his Instructor 1 testing and passed. I am still waiting to hear how Adam Rasmussen did on his testing.

I took the IFSAC evaluator course October 16th in Chelan. This course will allow me to assist the region in providing IFSAC testing opportunities. I am still waiting for my task book from the WSP and I will be attending a couple testing sessions to get signed off as an evaluator.

I am registered for IFSAC Fire Officer 2 course November 30th and December 1st in Woodinville.

Chelan is hosting an EMT course January 18th through April 18th. I think we currently have 4 interested in taking the course.

There is a volunteer recruit academy hosted this year in Chelan February 6th through March 30th on Tuesday nights and Saturdays. I currently have 5 firefighters interested in this.

I would suspect that in the next couple months Hazmat and Firefighter 1 & 2 testing opportunities will be coming out in the region and hopefully we can add a test after the recruit academy.

Online Training (Vector Solutions):

1st Quarter right-to-know modules comprised of 5 modules assigned to 24 members.

2nd Quarter right-to-know modules comprised of 4 modules assigned to 24 members.

3rd Quarter right-to-know modules comprised of 3 modules assigned to 23 members.

4th Quarter right-to-know modules comprised of 3 modules assigned to 23 members.

“New Recruit” training comprises of 33 modules assigned to 9 members. These are broken into two categories. 1st they complete their NFPA required training and 2nd they complete their right-to-know courses. They are also given NWCG courses to complete for their wildland FF2 as well as first aid and CPR Training.

1st Quarter Right-to-know 120 modules with 87 completed for a 72% completion rate. 0% movement

2nd Quarter Right-to-know 96 modules with 65 completed for a 67% completion rate. 0% movement

3rd Quarter Right-to-know 69 modules with 35 completed for a 50% completion rate. Up 4%

4th Quarter Right-to-know 69 modules with 10 completed for a 14% completion rate.

New Recruit Training 297 modules with 144 complete for a 48% completion rate. Up 3%

We have a total of 651 online training modules assigned with 341 completed for a 52% completion rate. **Down 2% but with the addition of the 4th quarter modules.**

One-on-ones: In October

October 3rd met with Fraser early before drill to do his quarterlies so he could get home early. 1 hour.

October 17th met with Aaron and signed him off for driving B-52. 4 hours had a call in the middle.

October 20th met with Brain Maas to go over A51 with him before the football standby. 2 hours

Training Calendar:

Monday November 6th: Officer Drill

Tuesday November 7th: Rescue 42 In-service / Ambulance gurney in-service

Tuesday November 14th: Low angle ropes

Monday November 20th: OTEP 2022 Ambulance Safety & Field Triage

Tuesday November 21st: Hazmat Refresher

Tuesday November 28th: Firefighter Self-Rescue Techniques

Recruitment & Retention:

October, we had 2 new member Jesus Estrada and Ashton Fretwell. Both are currently Senior at Manson and excited about joining.