



Minutes
Chelan Fire and Rescue
Commissioners Regular Meeting
Wednesday, June 14, 2017 at 4:00 P.M.
232 East Wapato, Chelan, WA



Commissioners in attendance: Tom Peters, Robert Gervais and Russ Jones.

Staff in attendance: Fire Chief Timothy Lemon, Assistant Fire Chief Mark Donnell and District Secretary Carol Kibler.

Others in attendance: see list

Call to order: Chairman Peters called the meeting to order at 16:00 and announced the flag Salute:

Approve Agenda: Chairman Peters added executive session RCW 42.30.110 to review the performance of a public employee.

Commissioner Jones MOTIONED to APPROVE the agenda with the addition to the executive session, second by Commissioner Gervais.

Public Comment: Driver/Operator (volunteer) Brian Thompson suggested that the district consider purchasing headsets for the tenders due to how loud they are. Brian went on to explain getting the Tender 75 stuck at the fire on the night of June 12, 2017. Brian stated if they would have heard the directions given by Chief Donnell they wouldn't have taken the wrong road and got stuck.

Chief Lemon stated Lt Woods has been gathering cost estimates for a 2018 budget proposal to install headsets on the three tenders (T71, 74, 75) and two brush trucks (B72, B79).

Association President Dan Crandall stated the Association might be willing to help out with the cost. President Crandall will present the headset information at the next Association meeting.

Commissioner Jones MOTIONED to APPROVE the purchase of headsets for apparatus up to, but not to exceed \$10,000, the MOTION WAS UNANIMOUS.

Consent Agenda: Commissioner Gervais MOTIONED to APPROVE the consent agenda as submitted the motion carried.

- Revenue and Expenditure Report: April 2017
- Payroll: \$127,794.87 May 2017 Paid 06-05-2017
- Vouchers for May General Account: Vouchers #584 through #595 for \$9,332.71; Voucher #565 through #576 for \$3,411.15; Voucher #603 through #626 for \$27,050.81; Voucher #583 for \$595.32.
- Vouchers for May Capital Account: Vouchers #577 for \$2,058.84; Voucher #627 for \$6,071.03
- Minutes: May 10, 2017



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Fire Chief Report:

- **2017 Budget Expense Report:** Nothing new to report and no questions from the Board of Fire Commissioners.
- **2017 Goal and Objectives:** Chief Lemon will submit the quarterly report at the July meeting.
- **Personnel (Career/Volunteer):** All are well and healthy.
- **Facilities/Apparatus and Equipment:** No pressing issues.
- **Emergency Response Report:** Chief Lemon reported we had 89 incident calls. Quarterly report will be provided at the July meeting.

Training:

- Chief Donnell reported on the recruit graduation June 1, 2017. Those that graduated are: FF. Chrys Fine, FF. Sean Murphy, FF. James Park and FF. Robert Takagi. Chairman Peters was in attendance and gave a nice speech.
- Chief Donnell reported receiving three new volunteer applications: Katy Peckham, Jim Ramella and Bill Christenson.
- Chief Donnell provided the Board of Fire Commissioners with copies of the define benefits for volunteers for their review.
- Chief Donnell provided the Board of Fire Commissioners with the list of required certifications to maintain active volunteer status.
- Chief Lemon reported receiving correspondence from Chelan County Fire District 3 thanking us for responding to the Spromberg fire incident.

Chief Lemon reported that FF Jim Belch, FF/EMT Taylor Rains and FF Brian Thompson worked the Spromberg Fire incident in Leavenworth. The fire was a WSP mobilization fire and we will receive funds for the tender operations and personnel.

- Chief Lemon reported receiving a letter from consultant Liz Loomis regarding her consulting services.



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Public Education:

- Chief Lemon reported we sent a fire wise flyer out in the mail and the summer tri-folds have been printed and distributed to various businesses in Chelan. The flyer and tri-fold were well received and appreciated.
- Commissioner Peters asked about translating the information into Spanish. Chief Lemon will check into the request.

Firefighters Association Report:

- President Dan Crandall reported the checking account has a balance of \$45,423.76. The association donated \$500 to Lake Chelan Food Bank and bought a new grill to use for the pancake feed. The pancake feed collected \$3,500.
- The association met with Local Union 4816 representatives Dale Rodman and Jake Hepper for a team building round table. The meeting was a positive one and the results are already being seen.
- The Association is planning a Veterans Day luncheon and a summer activity for the fire department members.
- The Association donated \$500 to a family in Manson.
- The Association donated \$250 to Chelan County Sherriff department to help pay for the meals provided over Memorial Day weekend.
- The Association is still looking to fill the secretary position.
- Windermere donated \$1,228 to the Association. The funds where received from the shredding and Winterfest events.
- The Memorial Day parade was a success and it was a terrific event to participate in.
- Paddle board event put on by Windermere is scheduled for July 1st. All proceeds will go the Chelan Firefighters Association.
- The next association meeting has been moved to July 18, 2017
- President Dan Crandall presented Mel DeLong the award from WSFFA for Support Fire Person of the year for Washington State.



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Unfinished Business:

Marine Fire Response Up-date:

- Fire Commissioner Jones has been in review of marine fire response and available boats. Commissioner Jones stated, we have a boat that the rescue swimmers use and the boat is in-adequate to do the job. The Chelan County Sherriff is responsible for rescues on the lake, but they can't dive or go underwater to conduct a rescue. Chelan Fire and Rescue will soon have new risks that come with the new and larger marina with larger vessels. Commissioner Jones stated we need to recognize the risk and prepare for them.

The U.S. Coast Guard is surplusing their Safe Boats. We would pay a market price of \$40,000 to purchase one. We can anticipate \$10,000 for transport. The annual estimated operating cost is around \$5,000. We would need to establish savings to replace the motor if needed. We would need to create a marine operator position to operate the boat. Commissioner Jones would like to get to the point that the Board of Fire Commissioners agrees that there is a maritime risk and our current vessel is not adequate. The surplus boats come online for about two days so you have to move fast if you are to acquire one. Commissioner Jones suggested that staff or he be approved to act to purchase a boat if he sees the right deal. Commissioner Jones stated the interior of the boat has space allowing transport of a patient. The safe boat meets the transport requirement to be contracted with the U.S. Forest Service to transport personnel during large incidents up lake.

Chairman Peters stated he struggles with spreading the current funds too thin. Chairman Peters is at a point he feels everything is a perfect storm. Chairman Peters thinks it is time to get a third party evaluation in making long term decisions for the district.

Commissioner Jones stated the present vessel does not meet our current mission. Replacing the vessel with something that meets the mission would be a good goal.

Chairman Peters stated he has difficulty in transitioning from swimmer rescues to fire fights on a boat.

Commissioner Jones would like to form a plan and the next process would be looking into funding. Chief Lemon stated his concern is bringing on another program and making sure we can fund it. Commissioner Jones thinks there are grants for funding a boat. Commissioner Jones will continue to develop the idea and keep the other Commissioners informed.



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New Business:

Long Range Planning / Fire Levy:

Chief Lemon provided a white paper to the Board of Fire Commissioners. The document covered the major areas (facilities, apparatus, equipment and staffing) of the district. Based upon the past ten year in a slow economy the community is anticipating growing faster over the next 10 years. Chief Lemon talked about the population per living unit and the impacts of increased call volume.

Chief Lemon provide the Board of Fire Commissioners with “Scope of Work” information from ECSI consultant. ECSI is a company that evaluates fire districts looking at “what we do and the services we provide”. ECSI provided there different Scopes of Work, Agency Evaluation, Emergency Services Master Planning and Emergency Services Agency Evaluation and Long Range Master Planning. The third party evaluation would help identify fire levy lid lift considerations. The cost estimate from ECSI ranges from \$30,000-\$45,000.

Chairman Peters did some consultant research also and found other consults that included Bob Merritt and Sam Phillips. Chief Lemon stated he would contact “The Prohman Company” to see who they would recommend for this type work.

The Fire Commissioners will review the ESCI information packet and information forwarded on the other two individuals. Chairman Peters recommended a special meeting to discuss and review the consultants.

Chief Lemon provided the Board of Fire Commissioners the 2018 election calendar and a list of actions to consider if we go out for a Fire Levy Lid Lift. Chairman Peters will schedule the special meeting and keep the Board of Fire Commissioners and Chief Lemon informed.

Special Event:

- July 1, 2017 – Windermere Stand Up Paddle Board race
- June 24, 2017 – Rotary Annual Bicycle Race

Good of the Order:

Chairman Peters reported he attended Chelan County Fire District 5 (Manson) Fire Commissioner meeting Tuesday evening. Chairman Peters indicated to the Manson Fire Commissioners he was not representing Chelan Fire and Rescue as a Fire Commissioner, he was there as a concerned citizen. Chairman Peters attended the meeting to ask the Manson Fire Commissioners why they declined to participate in meetings regarding Lake Chelan EMS possible transitioning into Chelan Fire and Rescue. Chairman Peters stated Manson’s Fire Commissioner John Spencer stated Manson Fire Department believes they have great value for their citizens and the current relationship with the hospital. They are not interested in making any



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changes to the current relationship and are fine with the services they are providing and didn't want to change.

Executive Session: RCW 42.30.140 Collective Bargaining, Grievances, and/or Negotiations and RCW 42.30.110 to review the performance of a public employee.

Chairman Peters announced going into executive session 42.30.140 and 42.30.110 for 25 minutes at 17:20.

The Board of Fire Commissioners returned from executive session at 17:45.

Chairman Peters announced the Fire Chief's contract needs to reflect the additional funds of \$625.75 the fire district contributes to deferred comp for Fire Chief Lemon.

Chairman Peters will contact the Fire District Attorney Joseph Quinn for guidance on making changes to the contract and keep the Board of Fire Commissioners informed.

Adjournment: There being no more business the meeting closed at 17:55

Chelan County Fire District 7 Commissioners:

Tom Peters, Chairman

Robert Gervais, Commissioner

Russell Jones, Commissioner

Attest: Carol Kibler, Secretary