



MINUTES
Chelan Fire and Rescue
Commissioners Regular Meeting
Wednesday, March 12, 2014 at 4:00 P.M.
232 East Wapato, Chelan, WA



Commissioners in attendance: Robert Gervais, Rick Nedrow and Tom Peters

Staff in attendance: Tim Lemon, Carol Kibler and Pat Moore

Others in attendance: see sign in sheet

Regular Meeting Call to order: Chairman Gervais announced the Flag Salute.

Approve Agenda: Commissioner Nedrow motioned to approve the agenda as submitted, Commissioner Peters seconded, the motion carried.

Public Comment: Carol Kibler read a thank you card received regarding an emergency response to an incident at the Murray Family home in February.

Consent Agenda: Commissioner Nedrow motioned to approve the consent agenda as submitted, Commissioner Peters seconded, the motion carried.

- Revenue Report and Expenditure Report: January 2014
- Payroll: February 2014 \$85,389.21
- Vouchers for General Account: Voucher #1201402001 through #1201402011 for \$3,854.19; Voucher #1201402012 through #1201402029 for \$13,441.50; Voucher #1201402030 through #1201402037 for \$7,088.62; Vouchers #1201402038 through #1201402049 for \$4,432.10.
- Vouchers for Capital Account: Voucher #2014201 and 2014202 for \$3,546.98; Vouchers #2014203 through 2014207 for \$130,382.91.
- Minutes: February 12, 2014

Fire Chief Report

- **Personnel (Career/Volunteer):** Chief Lemon reported one of our career staff members is on long term disability due to a knee injury and is recovering from surgery. The volunteer members are healthy.
- **Facilities/Apparatus and Equipment:** Chief Lemon reported we received our occupancy permit for the new Station 75 and the volunteer members have been moving in. The station is operational.
- Mechanic Goyne reported we have two brush trucks that are in Wenatchee at the Ford garage for repairs. The trucks are having issues with the turbo boost and Ford is having problems finding a solution to the problem. Both the apparatus are under warranty. The rest of the fleet is in service.
- **Emergency Response Report:** Chief Lemon reported on the incidents for the month. Chief reported on the 3 most recent incidents; Cagle Gulch brush fire, Apple Acres brush fire and the car accident. Each of the incidents took place during the Cagle Gulch fire which stretched our staff thin. The members and staff did an excellent job on each of the incidents. Station 71 was staffed and ready to respond during these back to back incidents.
- Captain Moore reported on the Cagle Gulch brush fire; on arrival the fire was 5 to 7 acres and moving through brush and trees. The conditions of the fire behavior at this time of year were unexpected as it was igniting the trees and fully engulfing them. The terrain was difficult and accessibility by road was scarce. Structure protection was established at one residence and was successful. The fire was pushed north. A crew dug fire lines up to the snow line and held the fire at that point. All went well for the first brush fire of the year. U.S. Forest Service staff was



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surprised of the fire behavior at this time of year. Everyone did an excellent job on each of the incidents.

- **Fire Prevention Activities & Public Education:** Chief Lemon had given the board members his report to review and there was no discussion regarding the report.
- **Training:** Capt. Moore reported training hours logged for the month of February were 435.63 and a total of 79 classes offered. Capt. Moore reported on some of the required state and federal requirements for red cards. He also noted most personnel have completed the NIMS requirements and are working toward completing the Forest Service S-series of classes necessary for red card holders. Members are registered for upcoming courses hosted by us of almost 2,270 hours of training in addition to scheduled Tuesday night training.
- Recruit training starts April 1, 2014. We currently have 4 to 5 registered and our target is 14. We mailed out recruitment flyers and have posted posters throughout the community.

Firefighters Association Report: Due to the Cagle Gulch Fire the association meeting was cancelled therefore there is nothing to report.

Unfinished Business

- **Station 75 Status:** Chief Lemon reported that punch list for finishing work on station 75 will be completed when the weather is warmer. We have filed the application for the septic and water system. The bid specs will be published and opening the bids is scheduled for April 8, 2014. A review by chief and staff will take place and a recommendation for the board will follow at the April 9, 2014 Commissioner meeting.
- **Long Range Plan 2014:** Chief Lemon reported he has completed the updates in the Long Range Plan. This includes reducing outdated information, updating and prioritizing the objectives and goals.
- Commissioner Peters presented the board members a draft list of priorities in rank order taken from the LRP. Commissioner Peters stated that he and Chief Lemon had discussed the LRP in depth and that he developed the priority list to better identify the relative importance of objectives and goals established in the LRP. Some of the items discussed regarding the draft priorities list included volunteer recruitment, market analysis of wages and their relationship to revenues, the apparatus replacement schedule and the 1.34 million it may take to replace apparatus over the next four years.
Chief Lemon suggested the board schedule a workshop prior to the board meeting in April. The board agreed to schedule a 2 hour workshop Wednesday, April 9, 2014 starting at 2:00 p.m.
- **Utility 74 Information:** Chief Lemon reported the board received the cost analysis for U-74. The report gave the history of the truck and 3 replacement options for the board to consider.
- **Commissioner Peters motioned to replace the engine on the existing vehicle. There was no second from Commissioner Nedrow or Chairman Gervais. The motion died.** Chief Lemon recommended the board meet 2 hours before the regular meeting next month. The board agreed to discuss the replacement of the vehicle in the April workshop.



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- **Tender(s) Spec's:** Chief Lemon reported Mechanic Goynes and the Apparatus Committee is gathering information regarding tender specs. Chief Lemon will schedule a meeting with the lieutenants to discuss the needs of the tender. Chief will have information for the board's review by the April 9th meeting.
- **Chelan PUD Fire Protection Agreement:** Chief Lemon reported receiving the amended PUD Fire Protection contract. It proposes a reduction from the previous agreement. The amount is based on the assessed values of the properties we service. The contract amount was adjusted to \$2,600 for each year until 2019 at that time the properties will be reevaluated. Chief Lemon found the contract reasonable and recommended the board move forward with the agreement. **Commissioner Nedrow motioned to approve the amended PUD contract as submitted, Commissioner Peters seconded the motion, Chairman Gervais opposed the motion stating he would like to see an arrangement for a percentage submitted instead of reassessed every five years. The motion passed with 2 yes votes and one opposed.**

New Business:

- **CFR's Commissioner's Hand-Book/SOG:** Commissioner Gervais reported Commissioner Nedrow prepared the book and updated it to its current status. **Commissioner Gervais motioned to approve the SOG 101 as submitted, Commissioner Nedrow seconded, the motion carried.**

Special Event: nothing to report

Executive Session:

- RCW 42.30.110(1)(g) for the purpose of evaluating the performance of a public employee.
- RCW 42.30.140 for the purpose of employee negotiations.

At 5:15 p.m. Chairman Gervais announced going into executive session for 30 minutes.

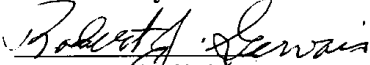
Adjournment: The board returned from executive session at 5:45 p.m. no action was taken. There being no more business before the board, the meeting adjourned at 5:50 p.m.

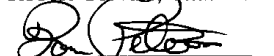
Board for Volunteer Firefighters

- Invoice: Chief Lemon reported 2 invoices needed to be reviewed and approved for payment.
- Eric Sanders; MRI on his knee and wage loss reimbursement for an incident on 5-13-2013.
- The board reviewed the documents and invoices. Approved and signed.

There being no more business the meeting closed at 6:00 p.m.

Chelan County Fire District 7 Commissioner:


Robert Gervais, Chairman


Tom Peters, Commissioner


Rick Nedrow, Commissioner


Carol Kibler, Secretary