



MINUTES
Chelan Fire and Rescue
Commissioners Regular Meeting
Wednesday, April 13, 2016 at 4:00 P.M.
232 East Wapato, Chelan, WA



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

Staff in Attendance: Tim Lemon and Carol Kibler

Others in attendance: see sign-up sheet

Call to order: Chairman Peters called the meeting to order at 4:00 p.m. and the Flag Salute was announced.

Approve Agenda: Chairman Peters suggested adding agenda items as follows; under Fire Chief Report add a section covering topics "Priorities and Objectives" and "Budget Expense Review". Under Unfinished Business for today's meeting add: Skidgine Equipment and Marine Alternatives. **Commissioner Jones MOTIONED to APPROVE the additions to the agenda the motion was second and carried.**

Public Comment: Jim Batdorf from Clos Chevalle stated the residents had signed additional petition in support of building a fire station in their area. Chairman Peters stated the fire station will be discussed in the LRP. Jim Batdorf handed the petition to Chief Lemon.

Consent Agenda: **Commissioner Gervais MOTIONED TO APPROVE the consent agenda as submitted. Chairman Peters commented on the minutes from March 9, 2016. The changes will be made by the secretary. Commissioner Jones second the MOTION CARRIED.**

- Revenue and Expenditure Report: February 2016
- Payroll: \$104,650.90 February 2016 Paid 03-05-2016
- Vouchers for General Account: Voucher #109 through #120 for \$5,539.60; Voucher #1052017 through #1052033 for \$8,683.38; Voucher #126 through #141 for \$13,155.08; Vouchers #144 through #156 for \$3,509.41.
- Vouchers for Capital Account: Voucher #121 through #123 for \$3,654.77; Voucher #124 and 125 for \$960.03; Voucher #142 & 143 for \$1,706.38.
- Minutes: March 9, 2016

Fire Chief Report:

- Emergency Coordination/Communication Group will meet on 04/28/2016 for a Table Top exercise here at station 71.
- 04/08/16, Chief Lemon testified at the Governor's Wildland Fire Council Listening Session in Brewster.
- 04/12/16, Chief Lemon presented at the WA State Administrative Support Division Conference with Faye Barker and Carol Kibler presenting information regarding administrative duties during the Chelan Complex fire.
- 04/12/16, Chief Lemon met with the Chelan County Commissioner on the Fire Hazard Code.



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- Brush 72 & 79 are being retrofitted with radios and equipment. The items are getting inventoried and put on trucks. Firefighter Adam Jones stated Brush 79 should be in service by the end of the week.
- Lt Evan Woods is ordering portable radios as part of the DNR Phase II grant.
- Carol Kibler reported that Cascade Computer's IT and LocalTel's IT have been working together to manage the installation of the new phone system. The process has been slow and hopefully the phones will be installed and completed by mid-May.
- The review of SOGs is ongoing.
- Admin Assistant Faye Barker is scheduling the FLSS for the crews.
- The Fire Protection Agreement for City of Chelan has been submitted to the City of Chelan and is being reviewing.
- Chief Lemon is looking into False Alarm ordinance within the City limits and then perhaps expanding it to the Chelan County.
- The City is reviewing options for fuel reduction and brush removal for residents of the city and disposing options
- CFR has not heard any updates on the Ladder grant. Chairman Peters said he would give the FEMA regional representative a call.

Personnel (Career/Volunteer): Chief Lemon reported the staff is healthy.

- Assistant Fire Chief Position: We have received 5 applications for the Assistant Fire Chief position.
- **Volunteers:** Chief Lemon reported that we have 7 new volunteers:
 - Cary Christensen – S73
 - Steve Garvich – S71
 - Tomas Ramella – S71
 - Butch Sims – S75
 - Vladimir Stepanov – S71
 - Seth Williams – S75
 - Alexander Wolfe – S75
 - Dan Miner – S73
 - Jerry Lopez – S71 resigned
 - Brandon Reid-Elliot – New Recruit resigned
 - Quinton Phillips – New Recruit resigned, moved out of the area.



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Facilities/Apparatus and Equipment:

- Station 71's lighting project is moving forward.
- Station 73 bathroom remodel by contractor Mark Reimers is being scheduled. Cistern pump at station 73 has been repaired and is in service.
- Outlying stations' annual outdoor spraying for weed control has been scheduled.
- Engine 75 has a hole in the tank. Mechanic John Goyne will be repairing it.
- Tender 75 received a new radiator.
- Command 71 vehicle is getting repaired. It should only cost under \$700 for the repairs.
- Brush 72 and 79 are being outfitted with equipment.
- Engine 79 (Coosbay) is out of service. Staff recommends surplusing it due to the cost of repairs vs age and value.

Public Education:

- Lt Dale Rodman reported that Earth Day is this weekend and a booth will be set up at the Riverwalk Park. If anyone is interested in helping, come and support the efforts. The theme this year is Fire Wise. The Cascadian Group sponsored the Fire Wise information.
- Station 73's open house is May 21, 2016 from 11-3.
- Chief Lemon reported the emergency response report for the first quarter has not been completed, but reviewed the motor cycle accident and the house fire from this last weekend's incidents.
- Volunteer recruit school weekend fundamentals class was last weekend all day Saturday and Sunday
- Engine 71 and Chief 701 responded to Manson for a house fire over the weekend.

Firefighters Association Report:

- Thank You Cards: President Justin Thorp reported receiving a thank you letter from Lake Chelan Food Bank for the association's donation and a thank you from Chris Fine regarding the donation to help pay for expenses due to a tree that fell on her home this winter.
- Pancake Breakfast: Anne Clark reported that the Pancake breakfast is scheduled June 4, 2016.
- The 2017 Gala is being scheduled for February 2017 with a new location, Sorrento's. Anne Clark reported that the association has received their first sponsorship of \$3000.

Unfinished Business:

- **Summer Seasonal Firefighters** – Chief Lemon reported meeting with DNR. DNR will provide 50% grant funds for the Fire Wise projects that could help reduce the cost of the Summer Seasonal Firefighters. The Board of Fire Commissioners discussed 2 and 3 man crews and the costs associated with hiring them for 22 weeks or 5 months, May through September. The breakdown of information provides personnel cost for Summer Seasonal Firefighters; A Crew Boss would be paid \$18.00 an hours. A Firefighter II (Red Card)



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brochure. Chairman Peters asked President Justin Thorp if the association would be interested in producing the brochure. Justin Thorp indicated they would be. Chairman Peters asked that Justin Thorp have something prepared for the next meeting.

- **Surplus Engine 79 (95502C), Resolution 2016-02 Surplus Engine 79 Commissioner Jones MOTIONED to APPROVE the Resolution 2016-02 Surplus Apparatus plate #95502C as submitted. It was seconded by commissioner Gervais. The MOTION CARRIED.**

Chief Lemon reported receiving a letter from Oregon Fire Service Museum regarding the surplus engine 79. They asked if we would consider donating the apparatus to the museum. It was decided to try selling it first and then consider the request if we did not receive any bids.

Special Event:

- 04/16/2016, Lake Chelan Earth Day 9:00am to 4:00pm Riverside Park
- 04/30/2016, Shredding at Station 71
- 05/20/2016, Business Expo & Job Fair 9:30am - 8:30pm Community Gym
- 05/26/2016 Central Washington Large Fire Pre-Season Meeting - Commissioner Jones will attend the one at Okanogan County Fairgrounds
- 06/02/2016 Central Washington Large Fire Pre-Season Meeting - Chairman Peters will attend the one in Cle Elm at the Putman Event Center.
- 06/03/2016, Gordon Graham Seminar Community Gym - All three Commissioner will be attending.
- 06/04/2016, Washington Fire Commissioner seminar at Campbell's Resort - All three Commissioners will be attending.

Executive Session: there was no executive session.

Adjournment: The regular meeting adjourned at 5:45 p.m.

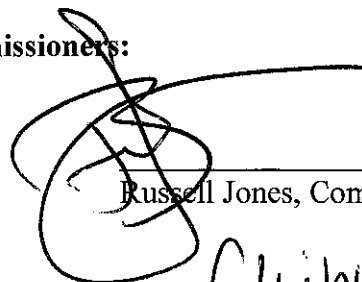
Board for Volunteer Firefighters

- **Report & Invoice:** the board reviewed and approved the report and invoice as submitted for Judy Johnson.

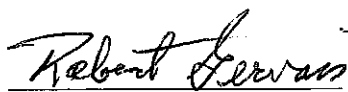
Chelan County Fire District 7 Commissioners:



Tom Peters, Chairman



Russell Jones, Commissioner



Robert Gervais, Commissioner



Attest: Carol Kibler, Secretary