



**MINUTES**  
**Chelan Fire and Rescue**  
**Commissioners Regular Meeting**  
**Wednesday, July 13, 2016 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 sign in sheet.

**Call to order:** Chairman Peters called the meeting to order and announced the Flag Salute. Chairman Peters welcomed Assistant Fire Chief Donnell to his first official Commissioner meeting. Chairman Peters invited everyone to enjoy some cake and chat with Chief Donnell at the end of the meeting.

**Approve Agenda:** Commissioner Gervais **MOTIONED to APPROVE** the agenda as submitted, seconded by Commissioner Jones, the **MOTION CARRIED.**

**Public Comment:** None

**Consent Agenda:** Commissioner Gervais **MOTIONED to APPROVE** the consent agenda as submitted, the **MOTION CARRIED.**

- Revenue and Expenditure Report: May 2016
- Payroll: \$91,293.66 May 2016 Paid 06-05-2016
- Vouchers for General Account: Voucher #293 through #299 for \$2,218.39; Voucher #302 through #316 for \$10,737.69; Voucher #326 through #340 for \$7,434.73; Vouchers #343 through #353 for \$6,191.15.
- Vouchers for Capital Account: Voucher #300 and #301 for \$527.19; Voucher #318 for \$1,972.33; Vouchers #341 and #342 for \$2,697.06; Voucher #354 and #355 for \$6,446.14.
- Minutes: June 8, 2016

**Fire Chief Report:** Chief Lemon reported the City of Chelan continues to work on the fire flow issues at the airport. Chief Lemon met with City Administrator Paul Schmidt this week. He reported that Mr. Schmidt is retiring this fall. The City Council is starting the search for a new Administrator. They discussed the false alarm ordinance, with Mr. Schmidt suggesting a new one be drafted. Chief Lemon has been working on a draft copy of the ordinance. They also discussed a block grant for Station 74. Chief Lemon stated this can be discussed during the LRP Planning meeting. The City Council is in review of the fire protection agreement and they will be discussing it at the next council meeting. The current fire inspection agreement with the City will be terminated and he will draft a new one. The City is on the same page with the items that need updated.

Chief Lemon reported on the Emergency Coordination/Communications Group. Two meetings have been held. All agencies are on board with the idea, but no one is willing to take the lead. The county DEM is responsible for the plan but the Sherriff's department doesn't have the man power nor funds to follow through with drafting a plan. Chief Lemon stated we will coordinate another meeting inviting all local agencies involved and make sure a representative from the



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Sherriff's department is in attendance. Chief Lemon stated former Wenatchee Fire Chief Stan Smoke maybe a resource to drafting an emergency coordination plan.

Chief Lemon reviewed the financial report. We have collected 73% in revenues and the expenditures are right where they need to be at 46%. We paid the interest for the bond; the next payment for principal will be in December. The apparatus fund balance is \$144,000 and the Capital reserve holds a balance due to the funds received from Chelan County PUD lighting grant. The extra funds in the account will pay for the compliment of equipment for the Seagrave engine we just purchased.

Chief Lemon reported on the Goals and Objectives: stating we are working on the equipment compliments for the brush truck.

Chief Lemon reported station 73 bathroom permits have been issued and contractor Mark Reimers assures the project will be completed on time.

Chief Lemon reported the Seagrave from NY has been paid for and was loaded to ship this week, it will arrive in Spokane in the next 7-10 days.

Chief Lemon reported the Seasonal Crew has been busy. The crew has scheduled 34 assessments and an additional 16 chipping jobs. Crew Boss Justin Thorpe reported the fire wise assessments have been favorable. Justin Thorpe reported the crew will be in the Bear Mountain area tomorrow to do a fire wise assessment.

Chief Lemon reported the City Council approved a weed abatement ordinance. This will boost interest in the chipping program.

Chief Lemon reported Go Lake Chelan will be posting the fire wise video soon.

Chief Lemon reported we received three AED through donations from VFW, Windermere and Chelan Firefighter Association. To complete the AED complement for our fleet we need three more.

Chief Lemon reviewed for the Board, the number of incidents, response times and percentages. He explained why he uses the response day and time graphs; it helps to tell us where and how we staff.

Chief Lemon reported on the fire inspections: the crews haven't done as well but they should have a bit more time to complete them in the coming months.

Chief Lemon and Commissioner Gervais will interview on KOZI Radio tomorrow morning.

Chief Donnell reported he has completed a health and safety audit on the staff and members. He is starting the compliance audits regarding the SOG's and WAC's. Chief Donnell reported we have scheduled a live fire training in September and he is making sure the staff and members are in compliance to train for the burn.



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Commissioner Jones asked about the south shore house fire. Chief Lemon reported the home was fully involved as the 911 call came in. He explained the crew took initial attack from the top of the road. A small brush fire south of the house was started by embers and extinguished. Crews from the Chelan Fire District #5, the Forest Service and DNR responded to help with the brush fire and mop-up. Chief Lemon was pleased with the efforts of manpower but the home was a total loss.

Chief Lemon reported he will meet with Sherriff Sisson to discuss the needs of adding back the CAD comments to incidents.

**Firefighters Association Report:** President Justin Thorpe reported the Association has acquired the Apple Square. The device allows purchases via wireless access. The association is looking to purchase an iPad to use along with the Apple Square during the Gala.

**Unfinished Business:** None

**New Business:** None

**Special Event:**

- July 16, 2016 / Station 75 – Open House at 11-3
- July 8 – 16, 2016 / Lake Chelan Bach Fest
- July 16-17, 2016 / Chelan Man (Lakeside park )
- August 4, 2016 / Lake Chelan Rodeo Parade 7:00-8:00
- August 5-6, 2016 / Lake Chelan Rodeo 7:30 p.m.

Chairman Peters announced a recess from the meeting for cake.

Chairman Peters announced Executive Session will start at 5:10 p.m. for 20 minutes.

**Executive Session:** RCW 42.30.140 (4) (a) Collective Bargaining session.

Chairman Peters announced Executive Session ended at 5:30 p.m. and no action was taken.

**Adjournment:** There was no more business conducted the meeting closed at 5:30 p.m.

**Chelan County Fire District 7 Commissioners:**

Tom Peters, Chairman

Robert Gervais, Commissioner

Russell Jones, Commissioner

Attest: Carol Kibler, Secretary