



MINUTES
Chelan Fire and Rescue
Wednesday, December 12, 2018 at 5:30 P.M.
232 East Wapato, Chelan, WA



Commissioners in attendance: Russ Jones, Phil Moller and Jay Witherbee

Staff in attendance: Fire Chief Timothy Lemon, Deputy Chief Mark Donnell, Assistant Chief Brandon Asher and Secretary Carol Kibler

Others in attendance: see sign in sheet

Chairman Jones announced the Flag Salute and opened the meeting at 5:30 p.m.

Approve Agenda: MOTION to APPROVE the agenda as submitted MOTION CARRIED.

Public Comment: City of Chelan Mayor Mike Cooney stated the City is going to schedule a Fire Preservation Safety Town meeting for some time in January. The meeting is designed to bring together partner agencies across the valley to discuss fire prevention strategies for future wildfires.

Consent Agenda: MOTION to APPROVE the Consent Agenda as submitted MOTION CARRIED.

- Revenue and Expenditure Report: October 2018
- Payroll: \$151,229.06 November 1-30, 2018 Paid: 12-05-2018
- Vouchers for November General Account: Vouchers #18454 – 18468 for \$9,364.65; Vouchers #18469 – 18488 for \$12,907.58; Vouchers #18489 – 18499 for \$10,572.16; Vouchers 18500-18507 for \$4,134.80.
- Vouchers for November Capital Account: Vouchers #17081 for \$697.19
- Minutes: November 14, 2018

Fire Chief Report:

2018 Budget: October financials and property tax collections came in at \$584,000; we received \$52,839 in reimbursement from the Safer Grant for volunteer firefighter physicals and personal protective equipment (PPE). The budget expenditures are at 83%, this is a little higher due to the onetime annual leave buy outs for those employees that have left our service and out-of-district truck repairs. The budget is tracking as expected.

Department of Labor and Industrial (DL&I) rates for 2019 will decrease. We should see a cost saving around \$11,000 this coming year. The DL&I rates are based on Experience Factor that has also decrease.

Emergency Reporting: CFR had four working fires; three in district and one out of district, an automatic aid to Orondo. In the month of November we responded to 64 incidents. We have had a 5% increase from 2017 at this time.



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Fleet Managers 709's new truck is in service. Assistant Chief Asher (703) truck's turbo cells failed; the repair cost is around \$8,000. It is back in service now.

The DNR Phase II grant has been submitted for \$24,000. This is a 50% matching grant, meaning DNR will pay \$12,000 and the CFR will cover the other \$12,000. The grant is for two slip tanks for C702 and C703's pick-up trucks and front turrets for Brush 72 and 79.

FF/EMT Marco Aurilio has been terminated due exhausting his leave banks and not able to return to full duty following 12 weeks unpaid medical leave.

The four temporary firefighters have been notified of their termination end date December 31, 2018.

Lt. Shawn Sherman is off work for an extended period due to a medical issue.

Chief Lemon proposed to the Board of Fire Commissioners to extend one temporary firefighter until Lt. Shawn Sherman returns back to work. The cost would be \$5,000 monthly. A memorandum of understanding with the Local 4816 has tentatively been approved, pending Commissioner approval. The Board of Fire Commissioners concurred and approved Chief Lemon to retain one temporary Firefighter/EMT until such time Lt. Shawn Sherman is released to full active duty.

Operations Report: Operations / Fire Prevention / Public Education / Career Staff: Deputy Chief Mark Donnell reported:

Winter operations are in place and we are slowing down for the year, but gearing up for 2019. Shift staffing will be two 24 hour career shift members. Two 24 hour volunteer stipend positions will be made available for those members that would like and/or be willing to pull a duty shift.

Prevention education for December is focused on home fire safety.

Monday (12/10/2018) CFR, Station 71, hosted Santa Stars and provided a pancake, sausage and juice breakfast to over 100 participants. This event was very successful and well received. Participants included the Chelan County Sheriff's Office, Wenatchee Police Department, Chelan Fire and Rescue, Chelan County Fire District 8 and Lake Chelan EMS

EMT class will start January 10, 2019 and will cover 200 hours of study and/or practice time. There are 12 people registered for the class. Participants are from Chelan Fire and Rescue, Chelan County Fire District 8 (Entiat) and Douglas County Fire District 4 (Orondo).



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Volunteer Services, Assistant Fire Chief Brandon Asher reported:

We have 17 new volunteer applicants, Entiat has 7 and Orondo has 4 for a total of 28 new recruits for the 2019 Volunteer Academy.

Fire Chief Jim Oatey with Douglas County Fire District 4 (Orondo) received information from Auvil Fruit Warehouse that they will be supporting Orondo Fire Department by allowing up to five employees paid leave to participate as volunteer firefighters.

Volunteer Recruit Academy will start January 22, 2019 and finish up in the end of April 2019.

Firefighters Association Report, President Dan Crandall Reported:

The Association has a \$51,892 budget balance and account balance of \$30,652 for the year. We took in less money than we spent. Expenditures included: helping victims, purchasing safety equipment, donating funds to the community and the Cashmere 911 memorial.

The Fire Light Gala is in the planning stages and is scheduled for October 19, 2019 at Sorrento's.

The Auxiliary meeting reported on the festival of trees; the donation of the tree and fire truck brought in a \$1,000.

The parade truck has a new vehicle cover that was fabricated by Cathy Lemon. Thank you and great job!

The Association's Board elections took place at the last meeting with the following results: President - Dan Crandall; Vice President - Dan Miner and Treasurer - Jeanne Giddings, the Association is still looking a secretary.

The bylaws up-date has been approved; donating funds to victims of need can now be done by an online (email) vote of approval.

The Emergency airbags arrived. The total cost was around \$8,000. The airbags will go into service once training is complete.

The Association donated \$1,000 to Chelan Food Bank and \$500 was donated to Santa Stars.

Dan Crandall and wife Nancy attended the Holiday Tree event in Olympia receiving a donation of \$1,000 and a bag of toys. The toys will be donated to Major Mall and the cash will be donated to Chelan Valley Hope.



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Unfinished Business:

Ladder 71: Chief Lemon reported we have found a replacement for ladder 71. It's an American LaFrance with an asking price of \$195,000 but will sell it to us for \$175,000 with a one year limited warranty. Assistant Chief Asher reported it fits what we are looking for. The price does not include tax, licensing and shipping.

Chief Lemon recommended sending Assistant Chief Brandon Asher and Fleet Manager John Goyne to inspect the apparatus. The ladder is in Alabama, they would fly out and stay two nights and one day then fly home. The company that is selling the truck will pay for hotel and food during their stay. The cost to fly is about \$1,000 a person.

The Board of Fire Commissioners concurred to send Assistant Chief Brandon Asher and Fleet Manager John Goyne to Alabama to inspect the ladder and secure the purchase.

Assistant to Firefighters Grant – SCBA Chief Lemon reported we can piggy back on Shoreline Fire Department's bid process, that the Interlocal Agreement has been signed and we are ready to move forward with the purchase process of the new Scott SCBA and accessory equipment.

Deputy Chief Mark Donnell reported we are still working through the options for an up-grade to the SCBA air cascade system. Commissioner Moller inquired about getting the other fire departments to help purchase a system. Chief Lemon stated each fire department is looking to do their own systems and this is outside of the grant parameters.

Rescue Boat: Chairman Russ Jones reported we have acquired a boat and it's through the Federal Surplus system. We have not paid for the boat and trailer yet, it will cost \$5,500. The boat will need to outboard motors. Used ones cost around \$7,000 or new ones would be around \$32,000. We will be looking into grants for the cost of out-fitting the boat. This craft is able to operate in any weather on Lake Chelan.

Commissioner Moller felt it was not a good time for the department to be spending money on a boat. Commissioner Moller stated "we are dropping personnel, we have no jurisdiction on the water and Sherriff's Office has a boat on the lake already. We don't have the money nor personnel." Chief Lemon stated we have had a boat operation and personnel trained to operate it in support of the Rescue Swimmer program for over eight years. Chairman Jones stated we have a year to place the boat in service to meet the Federal Surplus requirements. If we are unable to meet the requirements we can return the boat and trailer. After 18 months, if it doesn't meet our needs we can surplus it. Chairman Jones stated we will need to obtain primary boat operators and should partner with Lake Chelan EMS and Manson Fire on this project. Chairman Jones further stated we do have jurisdiction on the water for rescue and that we did have a boat and sold it because the boat was in ill repair and failed to meet our Rescue Swimmer program needs. We are replacing the old boat and this is a good cost effective investment.



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Deputy Chief Mark Donnell stated we need to identify the district's long range plan for marine operations. This type of program will impact the district budget directly and/or indirectly. We will need to train our personnel on the operation the boat.

Commissioner Moller stated he'd rather spend \$30,000 for a firefighter than a boat. Commissioner Witherbee stated if it's not in our long range plan, he can't vote for the boat. Chairman Jones stated the previous Board of Fire Commissioner had approved the purchase of a boat when we sold the old boat up to the amount of \$5,000. Chief Lemon stated the sale of the old boat's proceeds were slated to go toward the purchase of a water platform to support the Rescue Swimmer program.

The discussion of the boat was TABLED until we are able to research the capital improvement cost, annual operating cost and initial and annual training requirements and any other cost associated with funding the rescue boat program.

New Business:

2019 Shift Staffing: Chief Lemon reported one of the career staff is out due to medical condition and we would like to keep one grant firefighter on shift until the person comes back to work. The cost would be about \$5,000 monthly. The Board of Fire Commissioner concurred to keep one temporary firefighter on shift until the regular shift member returns to duty.

Hiring Process – Administrative Assistant: Chief Lemon reported Administrative Assistant Faye Barker will be retiring the middle of April. Staff will start developing the hiring process in January 2019.

Long Range Planning – Chief Lemon will send out a doodle poll this next week to schedule the meeting.

Resolution 2018-07 – Commissioner Compensation Increase to \$128.00:
MOTION to APPROVE the Resolution 2018-07 as submitted the MOTION CARRIED.

Change Board of Commissioner Meetings: The Board of Fire Commissioners agreed to change the date and time of their regular meetings to the third Wednesday of the month and to start at 3:00 p.m. A resolution will be drafted for review and approval at the next regular meeting in January.

Appoint Chairman of the Board and Secretary for 2019: Commissioner Moller motioned to appoint Carol Kibler as the District Secretary to the Board of Fire Commissioners. Motion passed.

Commissioner Witherbee motioned to appoint Commissioner Phil Moller as Chairman of the Board, Commissioner Moller declined and motioned for Commissioner Russ Jones to retain the Chair position for 2019, motion passed. Commissioner Moller appointed Russ Jones as 2019 Chairman, motion passed.



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Special Event:

- 12/18/2018, CFR Holiday Social - Station 71, 6-9

Board for Volunteer Firefighters

- **Invoices & Accident Report:** Three invoices and one incident report were reviewed and signed.

Commissioner Comments: No action to be taken.

Chairman Jones commended the administrative staff for a job well done in completing a great annual audit.

Chairman Jones will be attending the Chelan County Fire District 8 regular Commissioner meeting. He will introduce himself and invite them to participate in the boat program.

Commissioner Moller raised concerns about staffing in the coming year and if we should be responding to all medical aid calls. Chief Lemon stated that we had met with the Lake Chelan EMS and everyone agreed we should maintain the current response protocol. The public has become accustomed to the current standard of care and stopping the delivery of that care without a compelling reason may create a level of liability for the district.

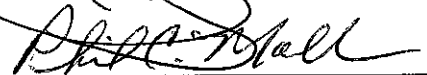
Executive Session: none

Adjournment: There was no more business before the board the meeting closed at 7:01 p.m.

**Chelan County Fire District 7
Board of Commissioners:**




Russ Jones, Chairman



Phil Moller, Commissioner

Jay Witherbee, Commissioner



Attest: Carol A Kibler, District Secretary