



MINUTES
Chelan Fire and Rescue
Wednesday, April 17, 2019 at 3:00 P.M.
232 East Wapato, Chelan, WA



Commissioners in Attendance: Russ Jones, Phil Moller and Jay Witherbee.

Staff in Attendance: Fire Chief Tim Lemon, Deputy Chief Mark Donnell, Assistant Chief Brandon Asher and District Secretary Carol Kibler.

Others in Attendance: see sign in sheet

Chairman Jones announced the Flag Salute and called the meeting order at 15:00

Approve Agenda: Commissioner Moller MOTIONED to APPROVE the agenda with the addition of Executive Session RCW 42.30.110 the MOTION CARRIED.

Public Comment: None

Consent Agenda: Chairman Jones MOTIONED to APPROVE the Consent Agenda as submitted the MOTION CARRIED.

- Revenue and Expenditure Report: March 2019
- Payroll: \$129,360.81 March 1-31, 2019 Paid: 04-05-2019
- Vouchers for March 2019 General Account: Vouchers #18678 – 18681 for \$2,245.58; Vouchers #18695 – 18702 for \$1,927.86; Vouchers #18703 – 18724 for \$22,870.35; Vouchers #18726 – 18731 for \$4,547.25; Vouchers #18732 – 18739 for \$2,873.64.
- Vouchers for March 2019 Capital Account: Vouchers #17092 for \$10,961.76; Vouchers #18725 and 17093 for \$512.75.
- Minutes: March 20 and 28, 2019

Fire Chief Report:

2019 Budget

- Chief Lemon reported we collected \$134,281 in property tax and \$52,781 in reimbursements from the SAFER Grants.
- Chief Lemon reported we exceeded \$750,000 of the 2018 expenditures for the two SAFER grants. We will receive a Federal audit by the State Auditor office. The audit is schedule to start June 10, 2019 and will take at least three weeks to complete.
- Chief Lemon reported that River Com 911 1/10th tax collection has been approved for the tier 1 and tier 2 funding. The CFR will receive \$22,792 in funds which is for communications/radio equipment only.
- Chief Lemon announced we received a thank you letter from Chelan County Fire Dist 8, Fire Chief Mike Asher regarding our response to their structure fire on Entiat River Road. Chief Mike Asher thanked our crews for an outstanding job and making a positive impact.
- Chief Lemon reported we are working on Station 71's three years power usage report that was requested by Commissioner Jones.
- Chief Lemon reported that the annexations continue to move slowly. The survey company is drafting the new boundaries for areas proposed for annexation: SR97A from the tunnel to the district, South end of Chelan falls, Hale Road, Shady Pass at end of South Lakeshore Road and Navarre Coulee area.



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Equipment and Facilities

- Chief Lemon reported the elevator has been repaired and is in service.
- Chief Lemon reported the air compressor has been repaired and is in service.
- Chief Lemon reported Brush 72 turret has been installed and is in service.

Emergency Response Report

- Chief Lemon reported we had 69 calls for the month of March, the calls are the second highest call volume in 10 years for this month. We had 10 overlapping calls at 14.49 % of call volume.
- Chief Lemon reported 90% of the calls were in the urban (city) area and 60% in the suburban (airport & Northshore) areas.
- Chief Lemon reported we had 9 false alarms with more than one alarm at one of our resorts. Chief Lemon will be reaching out to them to further address the issue. We did pursue addressing a False Alarm Ordinance which would take approval from the city and county neither agency was interested in pursuing the issue.

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

- Deputy Chief Donnell stated fire season is upon us. We had our first brush fire which was a controlled burn out of control that reached 7 acres.
- Deputy Chief Donnell reported that five members of CFR have completed Firefighter 1 training, three members completed hazardous materials training and two members received EMT certifications.

Prevention

- Deputy Chief Donnell reported we are participating in the Earth Day event at Riverwalk Park this coming Saturday. We will present Firewise and prevention information.
- Deputy Chief Donnell reviewed the 1st quarter personnel qualifications status report; we have three volunteer members who have taken a leave of absence, fifteen volunteer members who currently enrolled in the recruit classes and are slated to graduate May 2, 2019. We have 58 firefighters that are wildland fire qualified.
- One of our volunteer firefighters has been reassigned as a support member at Station 75. We have had four lateral entry firefighters join the department and are pulling stipend shifts.
- Deputy Chief Donnell reported he is working on getting the new recruits to complete the NIMS compliance qualifications.

Assistant Chief of Volunteer Services: Volunteer Recruitment and Training / Volunteer Staff:

- Assistant Chief Asher reported Entiat Fire picked up one new recruit. The recruit is interested in wildland firefighting.
 - **Jacob Wisdom** requested to only do wildland firefighter training and he will keep his EMT certification.
 - **Luke Jahnke** has resigned, Assistant Chief Asher gave him the exit form to complete.
 - New volunteer **Mike Boyle** who has FF1 and is EMT qualified. Mike Boyle works for Camino Island Fire.



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- Assistant Chief Asher reported on Stipend coverage.
 - 50% stipend coverage in January
 - 77% coverage for February
 - 87% for March
 - 81% coverage for April.
- Assistant Chief Asher reported wildland field day training in scheduled in Entiat this weekend (04/20/2019).
- Assistant Chief Asher reported he presented fire wise information to the Beebe Bridge homeowners association.

Firefighters Association Report:

- President Dan Crandall reported a beginning balance of \$14,646 and ending of \$16,304. The association donated \$500 to the Lake Chelan Food Bank.
- The association received a thank you from the local youth group in Chelan for the associations support.
- The association is looking for volunteers to help out at the Memorial Day parade May 23, 2019. They need people to carry the banner and help with Sparky.
- The pancake breakfast is June 1, 2019 we will need all the help we can get.
- Dan Miner will be announcing the event on KOZI radio.
- The Gala is scheduled for October 19, 2019 at Sorrento's. The associating is looking for donations ranging from concert tickets to art.
- President Crandall reported the brakes on the parade truck have been repaired and the truck is in service.
- President Crandall reported the association donated \$1,500 to the Orondo family who lost all their belongings due to a house fire.

Unfinished Business:

Ladder 71 replacement apparatus / Out-of-state travel:

- Chief Lemon reported the ladder truck is ready to be picked up in Alabama.
- The Board of Fire Commissioners authorized out of state travel for Chief Lemon and Johnny Synder to fly to Alabama on Sunday and drive the ladder truck back to Chelan.

AFG – SCBA: Deputy Chief Donnell reported we should receive the SCBA's by May 5, 2019.

- Deputy Chief Donnell reported we found a compressor through Artic Aid Systems out of Roslyn, WA. Quotes have been submitted. The SCBA invoices will need to be paid by us and reimbursed through FEMA before we can amend the SCBA Grant and purchase the cascade system.



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Rescue Boat:

- Chairman Jones reported the engines are hanging on the transom. The steering cable needs to be replaced the cable has been ordered. The boat could go for a trial run this coming weekend.
- Chairman Jones reported looking for grant monies to purchase sonar.

LRP Presentation to the Public:

- Chief Lemon handed a draft copy of the presentation of the LRP. Chief Lemon reviewed the presentation and asked for feedback. The original date scheduled for the town hall didn't work we rescheduled it for May 30, 2019, 1800 hours at the Chelan Senior Center.

New Business:

Resolution 2019-03 allowing a Fire Commissioner to be an Active Volunteer Member

- Chairman Jones would like to participate as a volunteer member for the purpose of marine operations.

Commissioner Moller MOTIONED to APPROVE Resolution 2019-03 as submitted the MOTION PASSED UNANIMOUSLY.

Extend Medical Coverage Access to Retired Members:

- Chief Lemon reported individuals retiring and wanting to keep medical/dental coverage through Trusted Plans Services would need board approval. The retired individual would pay their premium.

Commissioner Witherbee MOTIONED to APPROVE allowing retirees to purchase (at their own cost) medical/dental coverage from the district vendor. MOTION PASSED UNANIMOUSLY.

Out of State Travel – National Fire Academy Training.

- Chief Donnell has been accepted to attend the one week class "New Fire Chief" at the National Fire Academy in Emmetsburg, in August. The fire district pays the plane ticket and a minimal amount for food/lodging.

Commissioner Moller MOTIONED to APPROVE out of state travel for Chief Donnell to attend the National Fire Academy and reiterated approval of out of state travel for Chief Lemon and Johnny Synder to fly to Alabama to pick up the ladder truck and drive it back to Chelan the MOTION CARRIED.

Special Event:

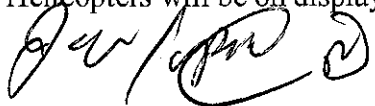
- 04/20/2019, Earth Day – Riverwalk Park
- 04/20/2019, Shredding Event – Station 71 10-1
- 04/20/2019, Easter Egg Hunt – Don Morris Park 12-2
- 05/02/2019, 1800hr Recruit Class 2019-01 Graduation, Chelan High School



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- ~~05-23-19 Memorial Day Parade – Commissioner Moller stated arrangements have been made to have a helicopter fly over during the parade. The Helicopters will be on display at the airport for demonstration.~~



Board for Volunteer Firefighters

- **Invoices & Accident Report:** Injury accident report for Brian Thompson was reviewed and signed. No invoices at this time.

Commissioner Comments: No action to be taken.


Executive Session: Chairman Jones announced the board would go into executive session 42.30.100 for 20 minutes starting at 16:05. The board returned from executive session at 16:25.

Chairman Jones opened the regular meeting at 16:25.

Commissioner Witherbee stated the board will hold a town hall meeting and share with the public its intentions of the staff succession plan and long range plan. We will explain what our needs are and present the plan together along with staff. A white paper will be drafted so that all members have the same information and we can communicate the same information as a unified agency. The public will be asked for their input.

Adjournment: There being no more business before the board the meeting closed at 16:35

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



 Russ Jones, Chairman



 Jay Witherbee, Commissioner



 Phil Moller, Commissioner



 Attest: Carol A Kibler, District Secretary