



**MINUTES**  
**Chelan Fire and Rescue**  
**Wednesday, July 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 Timothy Lemon, Deputy Chief Mark Donnell, Asst fire 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 to order at 3:00 p.m.

**Approve Agenda:** MOTION was made and PASSED to approve the agenda as submitted.

**Public Comment:** None

**Consent Agenda:** MOTION was made to APPROVE the consent agenda and TABLE the June 2019 Financial Report MOTION PASSED.

- Revenue and Expenditure Report: June 2019
- Payroll: \$151,641.24 June 1-30, 2019 Paid: 07-05-2019
- Vouchers for May 31, 2019 and June 2019 General Account: Vouchers #18897 – 18905 for \$3,758.80; Vouchers #18884 – 18896 for \$7,910.69; Vouchers #18907 – 18917 for \$4,092.11; Vouchers #18939 – 18950 for \$20,034.14.
- Vouchers for May 31, 2019 and June 2019 Capital Account: Vouchers #18869-18870 for \$3,731.43; Vouchers #18904 – 18906 for \$5,132.22; Vouchers #18918 – 18920 for \$12,674.33; Vouchers #18938 for \$73.88; Vouchers #18951 – 18952 for \$745,336.12.
- Minutes: June 19, 2019

**Fire Chief Report:**

Chief Lemon summarized the incident response report, reporting 84 incidents; 15 fire responses and 1 structure fire with a loss of \$150,000. We responded to 4 mutual aid incidents and received 1 mutual aid. We had 15 calls that overlapped.

Chief Lemon reported on response standards in rural, urban and suburban areas. We are hitting the 100% standard in the suburban areas. Rural areas of South Shore and Union Valley are difficult to meet the 100% standard.

Chief Lemon summarized July 4<sup>th</sup> week: 46 incidents; 31 medical aid calls, 1 water rescue, 3 vehicle accidents, 1 brush fire and 5 other insignificant fire events.

Chief Lemon reported there are no problems with the facilities and all apparatus is in service and operational.

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

Deputy Chief Donnell reported moving forward with the firefighter test. Seven applied and six have moved forward. Ranking 1-6 posted July 12<sup>th</sup> the first week in August will be Chief interviews. Hire date of September 1, 2019



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Deputy Chief Donnell reported we have purchased all SCBA that we need for the SCBA grant. All SCBA should be in service within the next few days. We have a couple fit tests that need to be completed. We will submit an amendment to replace the compressor system and other items. Chelan County Fire District 8 (Entiat) needs to upgrade their fill station and Douglas County Fire District 4 (Orondo) needs a fuel trailer and additional masks. The remaining funds are about \$73,000 we are looking at those items to be around 66-70 thousand.

Deputy Chief Donnell reported the Rescue Swimmer training had 13 individuals started and 6 completed the course. Great opportunity, and got marine 71 involved.

PUB ED: Deputy Chief Donnell reported we are scheduled to participate in the "Back to school night" August 11, 2019 and we are in the planning stages for Safety Fair September 21, 2019.

Deputy Chief Donnell summarized the 2<sup>nd</sup> Quarter Qualifications breakdown.

**Assistant Chief of Volunteer Services:** Volunteer Recruitment and Training / Volunteer Staff: Assistant Fire Chief Asher reported we have 2 new recruits going through the application process. Wyatt Dietrich has signed up for stipend shifts at Station 71

**Event wise:** Not much going on for recruitment. A stipend orientation was presented.

**Retention:** Two individuals resigned as volunteers. Stipend coverage is at 59% coverage and we are down this month. We have 54% covered for August, and 38% for September.

**Firefighters Association Report:** President Dan Crandall reported \$16,455 opening balance and an ending balance of \$17,428.00. We took in \$3,618.00 for the pancake breakfast and donations. We spent \$2,644.00 incurred from the pancake breakfast and donations. \$1,000.00 dollars donated to fire victims and \$500.00 to the food bank. The association members are working on the firelight gala scheduled for October 19, 2019.

We have received \$7,300 in sponsorship for the gala. We are focusing on auction items and packages for the gala. We are looking for volunteers to help find auction items.

The association members are working on a 2020 calendar project; firefighters and their pets' calendar.

The Arts Council borrowed tables for the festival, and as a sign of gratitude they purchased 10 new chairs for the association.

**Unfinished Business:**

- **Annexation:** Deputy Chief Donnell and Fire Chief Lemon met with the County Assessor to submit the property parcel information. The next step is to post the annexation notice in the areas to be annexed and submit a legal add to the local newspaper. A public hearing will be scheduled with the next regular board meeting in August. The property tax for the annexations will be collected January 2020.
- **Billing for Illegal Fire Responses:** The NCW Fire Chief's meeting was cancelled, Chief Lemon wasn't able to ask the other Fire Chief if they bill for illegal fire responses.
- **Engine 74 – Surplus seal bids:** We had no outside interest. Chelan County Fire District 8 is interested. We would like to make it available and recommend CCFD8 make an offer and bring forward to board.





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**New Business:** None

**Special Event:**

- July 17, 2019, 1630 hours, Lt. Evan Woods Retirement BBQ, Station 71

**Board for Volunteer Firefighters**

- Invoice – For Brain Thompson was reviewed and signed.

**Public Comment:** None

**Commissioner Comments:**

A request to review and purchase lighting and a siren for the boat was unanimous.

Discussed purchasing a utility vehicle to help get people out of the mountains. It was stated the Sheriff's department is responsible and has rescue crew. We have adequate resources in the county. Recommended not going outside of our jurisdiction. It is a rare event and we have outside resources to handle those type incident. These are low frequency events and we have agency relations with EMS and Sheriff to handle these type calls.

**Executive Session:** RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Chairman Jones announced going into **Executive Session:** RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee for 30 minutes the commissioners may or may not take action. Session started at 3:40 The commissioners returned at 4:10 p.m.

Chairman Jones announced that the board will have a special meeting next Wednesday, July 24, 2019 at 2:00 pm.

**Chairman Jones MOTIONED to approve early departure of Fire Chief Timothy Lemon on July 31, 2019. Administrative Office Manager will calculate the contractual longevity and leave hours payout for Fire Chief Lemon the MOTION was UNANIMOUS.**

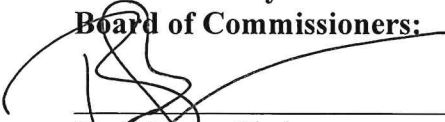


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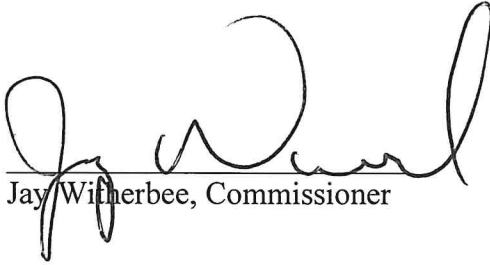



**Adjournment:** There being no more business before the board the meeting closed at 4:47 p.m.

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

  
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Russ Jones, Chairman

  
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Phil Moller, Commissioner

  
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Jay Witherbee, Commissioner

  
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Attest: Carol A Kibler, District Secretary