



MINUTES
Chelan Fire and Rescue
Wednesday, December 11, 2019 at 4:00 P.M.
232 East Wapato, Chelan, WA



Commissioners in Attendance: Russ Jones, Phil Moller and Karyl Oules

Staff in Attendance: Fire Chief Mark Donnell, Assistant 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 Regular Meeting to Order at 4:00 p.m.

Oath of Office: Karyl Oules

The oath of office was given by District Secretary Carol Kibler to Karyl Oules.

Appoint Chairman and District Secretary: Chairman Jones nominated Commissioner Moller as Chairman for the 2020 year the nomination was unanimous.

Commissioner Moller nominated Carol Kibler as District Secretary the nomination was unanimous.

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

Public Comment: None

Chief Donnell reported due to the early meeting this month we did not get the November statements in time for the meeting from the County Treasurer. We will have balanced the November and December statements for the January meeting.

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

- Revenue and Expenditure Report: October 2019 Revenue & Expenditure Report
- Payroll: \$117,931.44 November 1-30, 2019 Paid: 12-05-2019
- Vouchers for November 1-30, 2019 General Account: Vouchers #19222 – 19236 for \$6,770.58; Vouchers #19238 – 19251 for \$9,638.71; Vouchers #746099 – 746110 for \$4,311.78; Vouchers #746111 – 746117 for \$10,974.81.
- Vouchers for November 1-30, 2019 Capital Account: Vouchers #19237 for \$5,069.17; Voucher #17104 - 17105 for \$5,682.39.
- Minutes: November 20, 2019

Fire Chief Report:

Chief Donnell reported we are ahead of the 2019 budget. We have completed the capital projects.

• **Emergency Response Report:**

Chief Donnell reported for November we had a total of 62 calls. Annual calls compared to last year are average for this time of year. We assisted Chelan County Fire District 5 (Manson) at a house fire and we had a garage fire in union valley. We responded to a motor vehicle accident at the BeeBee Bridge and an accident in front of station 75 where the individual struck the power box for station 75 water. The box has been repaired. Two days later we had another accident in the same area.



MINUTES
Chelan Fire and Rescue
Wednesday, December 11, 2019 at 4:00 P.M.
232 East Wapato, Chelan, WA



Chief Donnell reported that our turnout time goals for B-71, L-71 and T-71 are running between 1:33 to 2.34 minutes. We are meeting the standards required. The outlying station response times are about 9 minutes for our area which is meeting the standard. Chief Donnell stated that we are meeting our SOG effective work force standards except for fires, but are not close to NFPA standards for an effective work force for firefighting in November.

Chief Donnell reviewed our 2020 operational goals: training, community relations, staffing, future funding, as well as our measurable performance goals.

- **Operations:**

Chief Donnell reported we have significant heater element issues at station 75. The heating elements have gone out again. We have spent \$7,500 to replace the elements over the last 5 years and the current elements are out of warranty. Chief Donnell is meeting with Schmitt Electric tomorrow to look at the best options for upgrading this heating system. Chief Donnell will keep the board informed. We currently are using 3 space heaters to keep the station warm so that things don't freeze.

Chief Donnell reported that Station 73 cistern electrical post has been damaged and we believe someone ran into the power box post which broke off. Chief Donnell filed a police report and we will contact our insurance company. The damage will not affect the below ground water. Allied Plumbing has been notified regarding the repair of the broken box and post.

Chief Donnell reported the compressor system has been shipped and we should receive it by end December. We will drop in a power box to plug in the compressor.

Chief Donnell reported Pateros Fire Department is purchasing the 1994 Ladder truck for \$500. Mayor Carlene Anders will stop by tomorrow to pay for and pick up the ladder truck.

Chief Donnell reported we have received quotes for station 71 crew quarters project to replace the flooring and mattresses. Still waiting on final numbers before we begin the timeline for the dorm painting project.

Chief Donnell reported that our annual Labor and Industries inspection of the elevator had some violation issues. The fan in the elevator electrical room is currently not working. We contacted Glenn Electric/Nick Glenn found that the fan has never been installed to power. Nick is in the process of mitigating where the source of power is located and will install a box to power the fan.

- **Community Risk Reduction:**

Chief Donnell reported the safety fair members had a final review meeting. All vendors will return for next year's safety fair. We are scheduled to participate in Earth Day next year. And we are working on developing a social media group to help with posting media information.

Chief Donnell reported Chief Asher will apply for the 2020 DNR Phase 2 Grant. The grant is a matching of \$12,000 for equipment and has been budgeted for 2020. The grant will help purchase equipment for a brush truck. We are looking to replace the chassis on Brush 74. The chassis will come from DNR Surplus at no cost.



MINUTES
Chelan Fire and Rescue
Wednesday, December 11, 2019 at 4:00 P.M.
232 East Wapato, Chelan, WA



Chief Donnell also reported that the 2019 FEMA AFG (Assistance to Firefighters Grant) application period will be opening soon and has recommended that we pursue a regional application with our neighboring fire districts; Manson, Orondo and Entiat to secure funding for Urban Interface Engines. Acquiring this grant would give us the ability to replace outdated apparatus at one of our outlying stations with a hybrid apparatus that is capable of working both in the Urban and Interurban environments. If awarded the grant each fire department would receive an urban interface engine.

Assistant Chief Report:

Chief Asher reported we have 4 new recruits going through the application process: David Holms (Chelan), David Kotsyuba (Chelan), Michael Howisey (Entiat) and Daniel Lopez (Orondo).

Chief Asher reported on retention stating we are cleaning up the roster he found some firefighter recruits who will no longer be participating; Jonathan Mendoza, Josh Bollinger, James Littlefield and Billy Poppie.

Chief Asher reported FF Recruit Mitch Matthews graduated from recruit academy held at Chelan County Fire District 1. Congratulation! Matthews will start orientation this next week at station 71 and start pulling stipend shifts. Chief Asher reported in review of the stipend shifts and out of area FF recruit we will require the individuals to pull 4 shifts a month to participate in the program. This will tie in the training requirements and fulfill understanding of our operational standards and policies. Chief Asher reported we have no one signed up for stipend shifts the month of January.

Chief Asher reported we are in review of a regional firefighter recruit academy. All neighboring fire agencies are interested in discussing the possibility.

Training: Chief Asher reported the house burn was a success this last month. We did our by-annual PPE inspection. We have been training for the cold weather operations, HIPPA training was done this last week and we will have the annual hearing test done this week.

Firefighters Association Report: President Dan Crandall reported an ending balance of \$9,608.00 for the month of November. The Fire Light Gala raised \$41,000 the Windermere Sup-Cup donated \$8,000 to the association. We ended the month with a balance of \$54,589. President Dan Crandall reported the members participated in the Campbells Resort Fire Safe Christmas tree event. The association participated in Small Town Christmas bringing Santa Clause in the parade truck to the tree lighting in down town Chelan. We served hot coca and apple sider. The members participated in the Santa Stars and provided a pancake/sausage breakfast for the kiddo's and participants, we donated a \$500 gift card to the event. The association was awarded \$1,000 and a bag of toys from Washington Business Association out of Olympia. The funds will be donated to Chelan Thrive and toys to the Manson Manger. The association donated \$1,000 to Chelan Food Bank.



MINUTES
Chelan Fire and Rescue
Wednesday, December 11, 2019 at 4:00 P.M.
232 East Wapato, Chelan, WA



Unfinished Business:

- **Professional Service Contract for Legal Services:**

Commissioner Moller MOTIONED to APPROVE the legal service contract as submitted the MOTION CARRIED.

New Business:

- Chief Donnell recommended scheduling the Long-Range Planning meeting at the January Commissioners Meeting.

Special Events:

- 12-17-2019 Holiday Gathering – Layla's 1800-2100

Board for Volunteer Firefighters:

- Invoice – Pension for James Little Field
- Certificate of Eligibility for Pension for James Littlefield

The invoice and certificate was approved and signed as submitted.

Public Comment: None

Commissioner Comments:

Commissioner Moller appreciates the discussions related to regional efforts in getting instructors for the recruit academy.

Commissioner Oules thanked everyone for the opportunity to sit in the chair on the fire commissioners board. Commissioner Oules thanked Lt. Shawn Sherman for a job well done at the MVA at BeeBee Bridge this last week.

Commissioner Oules also stated she will be meeting with members of the public to have an open discussion about the fire department and that the Fire District Administration will not be invited.

Chief Donnell and Commissioner Oules will be on KOZI Radio Thursday, December 19th for the monthly Fire District Update.

Commissioner Jones reported the meeting regarding Marine 71 was well received and noted we are building good relationships with Chelan County Sheriff Department and Lake Chelan EMS.

Executive Session: 42.30.110(1)(c) to consider the minimum price at which real estate will be offered for sale.

Chairman Jones adjourned the regular meeting for 10 minutes at 4:50 p.m. to go into executive session 42.30.110(1)(c) to consider the minimum price at which real estate will be offered for sale.

Chairman Jones closed the Executive Session at 5:00 p.m. MOTIONED to accept the quote from Pinnacle Land Surveying the MOTION CARRIED.



MINUTES
Chelan Fire and Rescue
Wednesday, December 11, 2019 at 4:00 P.M.
232 East Wapato, Chelan, WA



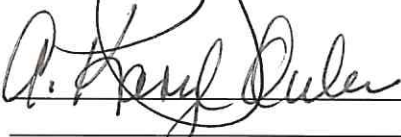
Adjournment: There was no more business before the board the meeting closed at 5:05 p.m.

Chelan County Fire District 7
Board of Commissioners:

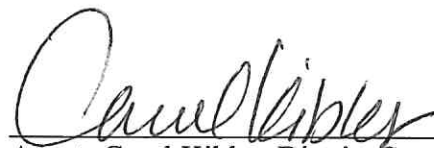
Phil Moller, Chairman



Russ Jones, Commissioner



Karyl Oules, Commissioner



Attest: Carol Kibler, District Secretary