



**MINUTES**  
**Chelan Fire and Rescue**  
**Wednesday, February 19, 2020 at 3:00 P.M.**  
**232 East Wapato, Chelan, WA**



**Commissioners in Attendance:** Phil Moller, Russ Jones 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 Moller announced the Flag Salute and opened the meeting at 15:00.

**Approve Agenda:** The agenda was **APPROVED** as submitted the **MOTION CARRIED**.

**Public Comment:** None

**Consent Agenda:** The consent agenda was **APPROVED** as submitted the **MOTION CARRIED**.

- Revenue and Expenditure Report: December 2019 and January 2020
- Payroll: \$115,184.73 January 1-31, 2020 Paid: 02-05-2020
- Vouchers for January 1-31, 2020 General Account: Vouchers #746188 - 746221 for \$37,560.35; Vouchers
- Vouchers for January 1-31, 2020 Capital Account: Vouchers #746187 for \$296.57.
- Minutes: January 15, 2020

**Fire Chief Report:**

- Chief Donnell reported January financials are on target, that staff is watching expenditures, and we are working with sufficient carry over funds.
- Chief Donnell reported the annexation process was not completed. Assessor Deanna Walter and Deputy Assessor Skip Moore informed us that one of the required documents was misplaced. We have sent the requested documents and were informed this will not impact the budget or collection. Assessor Deanna Walters was apologetic and stated that she will complete the annexation process.
- Chief Donnell reported the Assistance Firefighter Grant (AFG) opened and will close middle of March. We are looking to submit for two urban interface engines, Chelan County Fire District 8(Entiat) is interested in participating in the grant to ensure a regional approach. The grant has a one-million-dollar cap, both departments have aging apparatus applying regionally will give us strength within the grant. Chief Donnell will meet with Fire Chief Mike Asher to get the ball rolling. The grant is a 5-15% cost share. We will spec out the apparatus, we already have equipment to complement the truck. The cost share estimate is \$40,000 which would be split between the two departments. If we are awarded the grant this would not impact the budget as we would use capital apparatus fund already budgeted.
- Chief Donnell reported 2020 operational goals; LRP staffing, apparatus, and facilities. January emergency call volume was 55 with 3 significant calls; electrical at Chelan Shores. One firefighter was injured and has fully recovered from head exposed and received stitches. Sprinkler activation at Grandview; extinguished the fire but lots of water damage.



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The call comparison is at average.

January EMS breakdown 38 calls of service; 10 ALS, 15 BLS and 13 non transport.

Chief reviewed the December average turnout times reporting a 3:31 minute average.

Effective work force – was reported by incident type showing how many people responded to the emergency scene.

Pre-Fire Value vs Fire Loss information comes from the assessor office showing the losses and saved dollar amounts.

- Chief Reported that C-702 was repaired and is back in service, the cost was \$800.
- Chief Donnell reported; Station 71 crew quarter floor project is moving forward, Station 73 air compressor needs repaired, Mechanic Goyne is working on it. Station 75 bids to replace heaters is moving forward.
- Chief Donnell reported on the membership required participation and qualification stats.

**Assistant Chief Report:**

- Chief Asher reported the recruit academy is underway – 20 recruits are participating and the class is a regional effort; we have 6 enrolled, Chelan County Fire District 1, 5 & 8 and Douglas County Fire District 2 & 4 those recruits make up the rest of the academy.
- Chief Asher reported the stipend program this last month was low on membership participation. We do have a few members signing up in the month of March. Next month the one stipend position is at 30% coverage of the shifts offered.
- Chief Asher has been working on the Blue Card Command level training the training is for incident command development.
- Chief Asher reported the current training focus is a refresher of EVIP.

**Firefighters Association Report:** President Dan Crandall reported the members elected new treasurer Jeanne Giddings, Secretary Anne Clark to the board.

President Crandall reported a balance of \$53,000 in the checkbook. A \$1,000 donation was given to the accident victim from last month incident. The Chelan High School shop class is building a shed to house the chairs and tables. The shed will be placed at station 71 the cost to build and deliver the shed is \$3,000. The association received two thank you notes for donations; Chelan Valley Thrive and WSC burn foundation in memory of Chief Johnson of Okanogan.

**Unfinished Business:** None

**New Business:**

**Approval for Out of State Travel – Lt. Sherman to Water Rescue Instructor Course (Bangor, Maine)**

- Chief Donnell reported out of state training would need to be approved by the board. The cost to send LT Sherman is estimated at \$3,600.

**Commissioner Jones MOTIONED to APPROVE out of state travel for LT Sherman to attend water rescue training the MOTION CARRIED.**



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**Resolution 2020-01, Single Source Approval:**

- Chief Donnell reported the heating unit at station 74 is antiquated and a sole source distributor is required to purchase parts.

**A MOTION to APPROVE Resolution 2020-01 Single Source was APPROVED the MOTION CARRIED.**

**Seasonal Firefighter/EMT Proposal:**

- Chief Donnell reviewed the proposal for seasonal FF/EMT and explained why we use the positions and the history behind seasonal employees.
- Adding 2 or 3 seasonal 40 work week will cover the bulk of the work period giving a 3<sup>rd</sup> FF/EMT. Chief Donnell stated this is a band aid approach to a bigger problem in the future.
- Participation from Volunteers has been non-existent. The stipend position isn't getting filled and the program is not working like we would like it to.
- Chief Donnell explained the pay grade of the stipend shift and its not to exceed \$14,000 annually.
- Currently we budgeted \$141,000 that includes volunteer stipends and the stipend shift program. The seasonal positions can be included in the budgeted amount of \$141,000.
- Chief Donnell discussed the qualifications and benefits of medical only for the seasonal position.
- Chief Donnell would like to start the seasonal positions April 1 and end September 30, 2020 with a possible extension due to a longer fire season.
- Chief Donnell reported 3 seasonal position would cost \$76,000 and 2 would cost \$50,000 this would still allow one volunteer stipend shift every day. This is not a long-term fix. We do have interest from within if this would be approved.

Commissioner Moller would like to table the approval until LRP. Commissioner Moller would like to know how this will affect the budget through 2022. We are spending that money know when we might need it in the years coming. What if we don't pass lid lift? We could bank the money for the future budget. Should we be planning better to save know.

Chief Donnell stated \$50,000 would be well spent and allows us to provide the vital service we are responsible for. We have the funds; it is budgeted and it will be spent wisely.

Chief Donnell stated hiring two seasonal positions would cost \$36,000.

**MOTION to hire 2 Seasonal EMT/FF starting May 1, 2020 ending September with an approval of the board for an extension if needed the MOTION CARRIED.**

**Special Events:**

- Thursday, February 20, 2020 – KOZI Interview (Chief Donnell, Commissioner Moller)
- MOE – First Responder lunch this Friday
- Saturday, March 7, 2020 – Annual Banquet – Larc Hill / 6-9
- Wednesday March 15??? Commissioner meeting
- Monday, March 23, 2020 – LRP meeting – Station 71 / 9-12

**Board for Volunteer Firefighters:**



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- 2019 Pension/Disability- 2019 Year in review of the members who participated and have met the requirements. Chairman Moller signed the form.

**Public Comment:** None

**Commissioner Comments:**

Commissioner Oules comments:

- 2015 Fire Report (Station 75) – Commissioner Jones will forward the report to Commissioner Oules.
- EMS – back into the fire station?
- City Council Liaison – Commissioner Oules will fill the position
- Regionalization of services – Admin focus?
- Volunteer retention – merge with other agencies?
- Marching orders from the tax payers?
- Paid staff vs. Volunteer members vs. Union staff still have controversy?
- Seven current career firefighters, union strong, past history was only to be 6, why do we have 7?

Commissioner Moller isn't available for the regular meeting March 18, 2020 and would like to schedule the meeting for Monday, March 23, 2020 at 13:00 and have the Long-Range Planning meeting the same day starting at 9 ending at 12.

The board agreed to changing the date of the regular meeting and hold the LRP the same day.

Commissioner Jones reported attending Chelan County Fire District 5 commissioner meeting. Commissioner Jones reported they possible will be burning a house for training. Commissioner Jones reported Dana Starkweather filled the vacant Chelan Fire 5 commissioner position and Karen Sargent is the training officer and can teach Haz Mat.

There was no more commissioner discussion Chairman Moller closed the regular meeting at 17:00 to go into executive session for 10 minutes.

**Executive Session:** RCW 42.30.110 (1) (C)To consider the minimum price at which real estate will be offered for sale.

Chairman Moller closed executive session at 17:10 p.m. and opened the regular meeting.

The board approved to list 2.5 acres of property at station 75 the property will be list at market value.

The commissioners discussed that the property is not used and it made sense to list it for sale. The well that is on site will be shared with new property owner.

**Adjournment:** There was no more business before the board the meeting closed at 5:11 p.m.



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

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Phil Moller, Chairman

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Russ Jones, Commissioner

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Karyl Oules, Commissioner

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Attest: Carol Kibler, District Secretary

\*Minutes approved at the open public meeting 03-23-2020 via conference call.