



MINUTES
Chelan Fire and Rescue
Wednesday, April 15, 2020 at 3:00 P.M.
232 East Wapato, Chelan, WA



The CFR Board of Commissioners will conduct the meeting via google hangout. The public is welcome to listen to the open public meeting by calling #351-888-7591 no access code is needed.

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

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

Phone in: Ruth – Lake Chelan Mirror, Rich Uhlhorn, Ray Dobbs and Shawn Sherman.

Due to technical difficulties the commissioners used the teleconference number instead of the google hangout software program.

Chief Mark Donnell took roll call of the telephone conference attendance. A quorum of the board was met.

Regular Meeting Call to Order: Chairman Moller opened the meeting at 15:20

Approve Agenda: MOTION was made to APPROVE the agenda as submitted the MOTION was UNANIMOUS.

Public Comment: *No comments will be accepted at this meeting. If you have questions after the meeting please email Chief Mark Donnell at mdonnell@cfr7.org or call 509-682-4476*

Consent Agenda: MOTION was made by Commissioner Jones to APPROVE the consent agenda as submitted the MOTION was UNANIMOUS.

- Revenue and Expenditure Report: February 2020
- Payroll: \$111,849.11 February 1-29, 2020 Paid: 03-05-2020 / \$117,566.60 March 1-31 Paid: 04-05-2020
- Vouchers for February 1-29, 2020 General Account: Vouchers #746238 - 746259 for \$20,171.83; Vouchers 746260 – 746280 for \$19,400.87; Vouchers 746282-746290 for \$3,502.45.
- Vouchers for March 1-31, 2020 General Account:
- Vouchers for February 1-29, 2020 Capital Account: Vouchers 17106 - 17107 for \$2,054.17; Vouchers 746281 for \$2,235.97 and Voucher 17108 for \$53.18.
- Minutes: February 10 & 19, 2020 and March 23, 2020

Fire Chief Report:

- 2020 Budget & Financial Report: Chief Donnell reported March 2020 financials have not been balanced due to the County has made corrections to the December 2019 financials and Carol is working to resolve.
- Emergency Response Report / Operations / Community Risk Reduction: Chief Donnell reported we have had a slow volume in incidents, we have had an uptick in brush fire responses. We have responded to 23 since March 1, 2020 this is busier than normal for this time of year.
- Chief Donnell reported we are working in an emergency operations mode in an incident command mode and collaborating with agencies getting the information out the the public.



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- Chief Donnell reported we are in response to the infection controls at the fire station for the last 4 weeks. We have had to test 4 of our firefighters for COVID19; 3 have returned negative and we are waiting on the 4th test results.
- We are in operational readiness; crews have been busy hose testing and completed the necessary wildland firefighter refresher training.
- The Administrative staff (Carol and Karla) are working from home and Mechanic John continues to provide service in keeping the apparatus up and running.
- Chief Donnell reported we submitted the Assistance Firefighter Grant (AFG) for urban interface engine we probably won't hear anything until late fall 2020.
- Chief Donnell reported we put information out to the public regarding Fire Wise assessments for home owners. The home owner is welcome to call and schedule an appointment for the crew to assess the home owners property.
- Chief Donnell reported FF/EMT Taylor Rains was scheduled to attend the Academy for Community Risk Reduction on the westside. The Class was canceled but is offered online which FF/EMT Rains is registered to take.
- Chief Donnell reported incident call volumes are down by 10 calls this time last year. We had 6 fires, 35 medical aid calls; 11 ALS and 13 BLS and 12 no transport calls.
- Chief Donnell reported we have 7 Manson and 4 Chelan Falls and ? Chelan confirmed cases of COVID19.

Assistant Chief Report:

- Volunteer Recruitment & Retention / Training: Chief Asher reported we have a former volunteer coming back and we have 2 going through the application process for Entiat.
- Chief Asher reported we have 5 volunteer members who have been terminated due to not meeting the minimum requirements.
- Chief Asher reported stipend coverage was at 39% for March and 66% coverage for April. We have zero signed up for the month of May.
- Chief Asher reported recruit academy was cut short due to COVID19 restrictions, but the remaining classes we had to complete can be completed online.
- Chief Asher reported 4 career staff have completed command training the focus this month is on volunteer training online.

Firefighters Association Report: President Dan Crandall reported a beginning balance of \$51,519.15 expenditures of \$5,971.28 current balance \$45,547.87.

The expenses included \$3,000.00 for the new storage shed, \$2,600.00 purchase of the electronic equipment for marine 71. Contributed \$352.00 to Two Chef Catering for the Awards banquet and donated \$3,000.00 to Thrive Chelan Valley which provides food on Friday nights to those in need. The association have cancelled the Pancake Breakfast that was scheduled for June 1, 2020 also they have cancelled April and May Association meetings.

Unfinished Business:

- Long Range Planning: Chief Donnell reported that March 23, 2020 LRP meeting was cancelled and will be rescheduled at a later date. Chief Donnell will finish up the LRP packets and send out for review. The objectives in review are funding, staffing, apparatus and facilities.



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- Seasonal Hires: Chief Donnell reported he has extended offers to Stephanie Preheim and Mitch Matthews. Start date May 1, 2020 they both have the qualifying certifications for the position.

New Business:

- Resolution 2020-02 Surplus - Laptops
- Resolution 2020-03 Delegating Authority to Declare an Emergency
- Resolution 2020-04 Surplus – 1987 Ford Water Tender
- Resolution 2020-06 Surplus Items Structure Helmets and Boots
- Resolution 2020-07 Surplus 1992 Seagrave and 2000 Nav/IH

Commissioner Jones MOTION to APPROVE the ALL resolutions as Submitted the MOTION was UNANIMOUS

- Incident 2020-129 Illegal Burning Billing.
- Incident 2020-186 Out of District Brush Fire Response Billing.
- Chief Donnell reported on both incidents. Incident 2020-186 will be billed for services and given the option to annex into the fire district.
- The commissioners agreed billing of the illegal burn and out of district brush fire.
- Chief Donnell reported on the Swanson Gulch brush fire. The property is in no-mans-land. We will bill for services and give option to annex into the fire district. In review of the properties in the area the West end has 5 other property owners and we will send letters to those folks asking them to annex into the fire district. The Swanson Gulch area is in our response area but borders Chelan Fire District 5. Chief Donnell spoke with Chief Arnold Baker, Chief Baker had no issue with us asking the residents to annex.

Special Events: None

Board for Volunteer Firefighters: None

Public Comment: *No comments will be accepted at this meeting. If you have questions after the meeting please email Chief Mark Donnell at mdonnell@cfr7.org or call 509-682-4476*

Commissioner Comments:

Discussed resurrection of the siren. The commissioners thought it was a great idea. Chief Donnell reported the installation of a new radio would be required the estimated cost \$2,492.00. The Rivercom911 tier 2 funds would be available to cover the expense. Chief Donnell will put together information for the commissioner's review and discuss at the commissioner's meeting in May.

Executive Session: NONE

Adjournment: There was no more business before the board the meeting closed at 4:16 p.m.



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Chelan County Fire Protection District 7
Board of Commissioner's

Chairman, Phil Moller

Commissioner, Russ Jones

Commissioner, Karyl Oules

Attest: District Secretary Carol Kibler