



**AGENDA**  
**Chelan Fire and Rescue**  
**Wednesday, February 16, 2022 at 3:00 P.M.**  
**232 East Wapato, Chelan, WA**



*The CFR Board of Commissioners will conduct the meeting in person at the fire station, you are welcome to join via Zoom. The public is welcome to join by following this link: <https://us02web.zoom.us/j/87284665516> Meeting ID: 872 8466 5516 or dial +1 253 215 8782*

*Proposed Chelan Fire and Rescue agenda pending Board approval.*

**Flag Salute**

**Roll Call:** Commissioner Russ Jones, Commissioner Phil Moller, and Commissioner Karyl Oules.

**Staff:** Fire Chief Brandon Asher, District Secretary Carol Kibler, Admin Assistant Karla Mendoza

**Others:** Michael Williams and Stephanie Preheim on ZOOM, in person; William Hash, Barry Leahy, Ron Simmons, Karl Polzin, Mark Donnell, Chris Baker, Steve Clark, and Larry Peabody.

**Regular Meeting Call to Order:** Chairman Jones called the meeting to order at 3:00 p.m.

**Approve Agenda:** MOTION was made to APPROVE the AGENDA as submitted the MOTION CARRIED.

**Public Comment:** No comments

**Consent Agenda:** MOTION was made to APPROVE the CONSENT AGENDA as submitted the MOTION CARRIED.

- Revenue and Expenditure Report: December 2021 and January 2022
- Payroll: December 20, 2021 to January 24, 2022 / Paid 02-05-2022 for \$117,596.62
- General Account Vouchers: 01-28-22 transactions 66 to 101 for \$36,392.56
- Capital Account Vouchers: 01-29-22 transactions 102 to 107 for \$66,260.88
- Minutes: January 19, 2022

**Fire Chief Report: (Chief Asher)**

Chief Asher asked for a moment of silence for Tena Goyne who passed this last Saturday. Her services will be held this Saturday.

**2022 Budget & Financials:**

- December 2021 Financials are in and we met our goal of 100% of the ending balance. We still need to collect \$123,877.15 from 2021 mobilizations in 2022. Chief Asher reported we received \$48,376 of that this morning from the Oregon EMAC deployment.
- January 2022 budget we transferred \$38,100 to general investment to meet SOG 103 which means we are maintaining 25% of average annual expenses for the last two approved budgets.
- Staff is monitoring the budget closely to ensure we have sufficient funds available going into the next three months before receiving April Tax collection.
- Staff has adjusted the 2022 budget to more accurately reflect some of the final numbers from 2021. Most of these changes were made within the same line item.
- Our attorney recommends that we remove the separate line item that we labeled year-end surplus and instead include those funds into our investment account. We have adjusted the budget to reflect that. (*Budgeted 76,200 additional 173,185 total 249,385*)

**Emergency Response Reports:**

- January Incident Response Report shows 68 calls for emergency service with our 10-year average call volume for January at 57 calls. This is the second busiest January on record. Record is 72. Rescue/EMS responses accounted for 67.6% of total calls for service with 23.9% of those non-transport (includes patients who died at scene) or patient transported POV.
- Major incidents for December:
  - 1/3, CPR Save Chevron, Dr. Jobe sent a letter giving praise for excellent response.
  - 1/06, Technical Rescue off of a roof, Orondo
  - 1/8, Structure Fire, Swanson Gulch
  - 1/20, Commercial Fire, Sunset Bar, and Grill
  - 1/29, Structure Fire, Entiat River Rd.



**AGENDA**  
**Chelan Fire and Rescue**  
**Wednesday, February 16, 2022 at 3:00 P.M.**  
**232 East Wapato, Chelan, WA**



- January turnout and response times (primary apparatus at Station 71) are within established service delivery goals as set out in SOG 010. If we've gotten a response on an apparatus that is unstaffed, I have now added those into their own columns. Times for outlying stations are still outside of the 90<sup>th</sup> percentile.
- The district did not meet our goals for an Effective Work Force as established by SOG 010 for structure/building and wildland/brush fires. To meet this again we rely on our automatic aid partners which still didn't give us enough for the fire that was in CC7.
- Total fire loss for January was \$279,583. Annual tax revenue lost \$88

**Administration:**

- Chief Asher reported receiving two public records requests for all 2021 Emails from one commissioner and three administrative staff. This will require a lot of staff time and involve our computer IT company. We've reached out to our attorney because he will have to vet all the emails so that we aren't releasing out HIIPA information and information not pertaining to district business. This will be a long and tedious process and will have costs associated with it.

**Operations:**

- After the quick uptick in covid positive members amongst our staff it has dropped just as fast.
- We still have not heard if we are successful with the 2021 AFG grant for diesel exhaust removal. We are expecting to also hear very shortly if we got the 2022 DNR Phase 2 grant award.
- We found out yesterday morning that our regional hazmat team grant was ranked #1 and will receive full funding minus the SCBA portion.
- Our required preventive maintenance on all mobile and portable radios was completed last week. This cost is covered by Rivercom and we can now submit for items that we need (extra batteries, radio for M-1083)

**Community Risk Reduction:**

- Captain Rains has been asked to do a Community Risk Reduction briefing to the Rotary in April.
- Chelan Fire and Rescue will be hosting the kick-off to Wildfire Ready Neighbors in the Union Valley area. This is expected to be a big event with some media attention. The focus will be on fuel reduction efforts.

**Apparatus Status:**

- Ladder 71 refurbish project. Chief Asher spoke with Pierce this morning and the truck is completely disassembled and the parts have arrived. They expect a completion date near mid-April. We have a few firefighters who have volunteered to drive it home. We will be monitoring the weather closely as it gets close to being ready.
- When mechanic John Goyne returns to work, we will continue to work on the 2<sup>nd</sup> M-1083 conversion. R71 work has been completed enough to go to paint next week. M-1083 is now expected to be completed in the 2<sup>nd</sup> quarter of 2022

**Volunteer Recruitment:**

- CFR Recruit additions – Maddie Hill
- Recruit Academy started February 4<sup>th</sup>. It is a very large class and I've heard positive feedback so far. I'm very pleased with the 8 from Chelan that are attending. We're encouraging them to take



**AGENDA**  
**Chelan Fire and Rescue**  
**Wednesday, February 16, 2022 at 3:00 P.M.**  
**232 East Wapato, Chelan, WA**



the IFSAC FF1 test right when the academy is over, as this will help them with their skills and the department with our WSRB rating.

- A grant amendment to the SAFER Volunteer Coordinator has been submitted to extend the period of performance and to enhance the scope of work due to some covid delays. The period of performance extension is so we can submit for expenses that were delayed due to covid. Part of the scope of work enhancement involves a double-sided LED recruitment trailer as this will buy down the remaining funds in the grant.

**Stipend Coverage**

- January 19% coverage
- February 23% sign-up

**Training:**

- January training included the Chiefs Meeting to start the year off. Annual accident prevention, and 1<sup>st</sup> quarter HPCPR/First Aid
- January 29<sup>th</sup>, we had a successful live-fire burn at the public works building. They are very appreciative of our cooperative effort in helping them get rid of the building.

**Fire Association Report (Ron Simmons)**

President Ron Simmons reported the association had a meeting last week, with good attendance. The association is planning on doing the pancake breakfast in June. President Simmons stated he will meet with Chief Asher to discuss the emergency Walmart gift cards and the process of gifting the card to recipients.

**Unfinished Business:**

- **Station 71 Roof** – The sealed bid process has been advertised. Bids were opened yesterday and we received one. We will request a walk-through with the contractor to tell us the scope of work that will be needed. Option 1 is to completely remove and replace the roof at \$197,765. Option 2 is an overlay at \$141,936. Option 3 – find other contractors for a less expensive option.
- The commissioners agreed to have Chief Asher reach out to more contractors and try to get more bids.
- **Assistant Fire Chief Position** – Currently we have 2 applications. Most of the panel interviewers have been established. We're expecting more applications in the next 2 weeks. Last day to submit is February 28<sup>th</sup>.
- **Seasonal Firefighter** – Job announcement went out. We will be looking to fill the three positions with a start date of May 1. I have received two letters of interest so far and a verbal commitment from a 3<sup>rd</sup> person.
- **2021/2022 Annexations** – Erlandson has been given all of the letters to annex into the district and is currently working on them.
- **City of Chelan Fire Protection Services Contract** – The final draft from our attorney Eric Quinn has been given to the three commissioners and also the City. The City has had a key person for this ILA out on extended leave, so we haven't heard back from them quite yet. But we should hopefully have this finalized by the next meeting.
- **Station 75 Short Plat** – Chief Asher recommends that we take this off of the agenda.
- **Commissioner Moller MOTIONED to REMOVE station 75 short plat off of the agenda the MOTION CARRIED.**
- **Apparatus Planning Team** – The apparatus team has been hard at work creating a template for engines that meet our needs. Unfortunately, the Costs of apparatus have increased tremendously since we originally started putting our apparatus replacement schedule together and since the information presented to the Citizens Advisory Group. In 2021 alone there were 3 different 4%



**AGENDA**  
**Chelan Fire and Rescue**  
**Wednesday, February 16, 2022 at 3:00 P.M.**  
**232 East Wapato, Chelan, WA**



increases and in January 2022 an 8% increase all went into effect. We will be updating our apparatus replacement schedule to more accurately reflect how the rising costs are affecting it so that we can adequately plan for future apparatus replacement.

- As we received estimates this week, we are now looking at a cost of around \$725,000 per type 1 engine. The apparatus team understands that this cost increase is more than anybody anticipated and would like to recommend two options where we can discuss this in more detail. 1) A special meeting workshop or 2) A lengthier dive into apparatus at the Strategic Planning Meeting.
- The commissioner agreed to have a SPECIAL WORKSHOP to discuss apparatus needs. Chief Asher will send out a couple of dates to the board.
- Chief Asher has been exploring how to get some cost savings through a company called Sourcewell. Sourcewell is an option for us to use that has already gone through the competitive bidding process for us. Through them, we have reached out to multiple manufacturers to ensure we remain competitive. This can also be used for office supplies, office furniture, and many other items.

**New Business:**

- **Command Vehicle Replacement – 2008 Ford 350**
- Chief Asher's current vehicle the 2008 Dodge was due to be replaced in 2018 this is addressed as an immediate placement. Chief Asher looked at replacing the truck and not much is available. If we sell the vehicle, the secondary market is great. Chief Asher reached out to two different dealerships; one out of Wenatchee, working with them to get the best price possible. This will take some time and we need to put the request in the Q and get a vehicle within 9-10 months. The goal was to get something before wildfire season, but that won't be possible.
- Commissioner Moller recommends calling the dealership and asking them to honor the state bid prices.
- Commissioner Oules understood if we didn't get the grant, we weren't going to purchase the truck. We will need to prioritize our needs.
- It was decided the truck discussion will be done at the strategic planning meeting.
- **Letter to County Assessor – Acknowledgement of levy**
- Chief Asher reported he and Karla attended a workshop at the county regarding property tax collection and levies. While at the meeting they learned the County Assessor requested a letter be drafted stating the Board acknowledged the passing of the levy. Chief read the letter that will be submitted to the assessor.

**Special Events:**

- KOZI – Community Connection February 17, 2022 @ 8:10 a.m. – Commissioner Moller / Chief Asher
- ~~Strategic Planning meeting – Monday, February 21, 2022, at 3:00 p.m.~~ **The meeting was CANCELLED and rescheduled for Monday, April 11<sup>th</sup>**

**Board for Volunteer Firefighters:**

- BVFF 2021 Annual Certification – Chairman Jones signed the annual certification.

**Public Comment:**

Barry Leahy stated he has been involved in construction and stated having one bid is risky. He suggested reaching out to other companies. Barry offered to meet with Chief Asher.

**Commissioner Comments:**



**AGENDA**  
**Chelan Fire and Rescue**  
**Wednesday, February 16, 2022 at 3:00 P.M.**  
**232 East Wapato, Chelan, WA**




Commissioner Oules - one bid doesn't cut and appreciates the help from Barry Leahy.  
Commissioner Moller – Couto's to Chief Asher for doing good work.  
Commissioner Jones – Outstanding good job to Carol Kibler and Karla Mendoza on the state audit.

**Executive Session:** None

**Adjournment:** There being no more business before the board the meeting closed at 4:00 p.m.

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



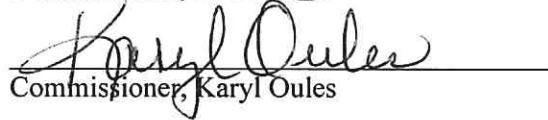
---

Chairman, Russ Jones



---

Commissioner, Phil Moller



---

Commissioner, Karyl Oules



---

Carol Kibler, District Secretary