

MINUTES

BOARD OF FIRE COMMISSIONERS

DOUGLAS COUNTY FIRE DISTRICT NO. 2

May 14, 2018
East Wenatchee, WA

The meeting was called to order at 5:00 p.m. by Chair Dawn Collings with Commissioners Rick McBride and Bob Black present.

District personnel in attendance were Assistant Chiefs Cam Phillips and Kurt Blanchard, Captain Seth Ellis, Firefighters Herb King, Kyle Bowles, and Carter Welch.

ADDITIONS/DELETIONS TO THE AGENDA (None)

APPROVAL OF MINUTES

Commissioner Black moved to approve the minutes of April 11, 2018 as corrected. The motion was seconded by Commissioner McBride. Motion unanimously passed.

FINANCIAL REPORT

1. The Treasurer's Financial Statement indicated a balance of \$5,402,280.63.
2. Revenues received:
 - \$4,511.57, interest income.
 - \$2,119.74, Michael Soltwisch/Washington State Labor & Industries, time loss compensation 3/24/2018-4/6/2018. (Warrant No. 330568L)
 - \$3,684.60, Chelan-Douglas Community Action Council, 2018 fire protection agreement for Sunset Ridge. (Check No. 86629)

CORRESPONDENCE

- Paul Jessup called to express his appreciation for the professional conduct of fire personnel that responded to a control burn.
- Diana Haglund, Wenatchee Learns Connect Coordinator thanked the fire district for participating in their Pizza Pop & Power Tools event at Wenatchee Valley College. 265 8th-grade girls explored non-traditional careers for women. The fire service was a highlight of the event. Participating personnel were Captain Seth Ellis, Firefighters Herb King, Kyle Bowles, and Carter Welch.

MINUTES
MAY 14, 2018
PAGE 2

STAFF REPORTS

Chief: (Chief Baker was on vacation.)

Assistant Chief Cam Phillips reported on the following:

- Captain Mike Soltwisch was expected to be released to return to work in June. Firefighter Scott White would be on medical leave starting May 23.
- New firefighters Jordan Givens from Everett Fire Department, Mark Zielinski from the Navy Region Northwest Fire and Emergency Services, and Jake Toevs from Puget Sound Regional Fire Authority would be starting June 1.
- The SAFER grant application was submitted on time. Chief Baker had reported it was a pleasure to work with Michelle Mazzola (grant writer). The next round for submitting grants is September 30 for facilities and equipment. Chief Phillips indicated the fire district was in a good position to apply for a training facility. The associated fee for the grant writer was \$5,000. The best location was yet to be determined; there may be restrictions on height of the structure at the current headquarters site. A meeting was scheduled with Michelle for the following week to discuss options for the fire station in Rock Island. Board members wanted to be included.
- Douglas County PUD Commissioners would be briefed on the appraisal of the proposed fire station site near the Rapids Substation today.
- Financing information relayed from Jim Nelson, Senior Vice-President of D.A. Davidson included the time frame of 2.5 to 3 months for the bond process. The best interest rates were available for funding under \$10 million. The IRS required bond proceeds to be spent within 3 years from issuance. Commissioner McBride reiterated his concern that interest rates and construction costs were increasing at an estimated rate of \$200,000 for every year financing was delayed. The upcoming workshop and meeting with the architect (soon to be scheduled) would include discussion to help determine how much funding would be needed and when. Fire personnel had been asked for input. Decisions were needed on the proposed relocation of administration to the new station and housing for resident firefighters. Costs could then be projected for construction and remodel.
- The board members were pleased with the recent newsletter. Chad Daggett, who had volunteered his expertise, was commended for producing a quality communication to the public. Chief Phillips noted a misprint in the article on outdoor burning. Regulations were flip-flopped for inside and outside the urban growth area. Other media coverage included a television interview with Chief Baker on NCW Life and recent article in the Wenatchee World.
- Report on status of new apparatus and equipment:
 - The rescue truck would be ready in three weeks for pickup from the dealership in Spokane. Chief Baker would be asked to find out what caused the delays and possible concessions. In addition, board members wanted to know when the warranty would become effective.
 - Staff vehicle for Chief Glenn was in service.
 - Rescue tools costing \$26,000 were purchased for the new rescue truck.

MINUTES
MAY 14, 2018
PAGE 3

- The workshop scheduled on May 24 relating to the interlocal agreement with Pangborn Airport and the Master Plan was briefly discussed. Copies of the interlocal agreement would be provided to board members.

Training:

- The plum trees were replaced by Firefighter Kyle Bowles. Steel and concrete in the training yard were removed by Firefighter/Mechanic Jay O'Connell.
- Tanner Riley, the new resident at Pangborn, would complete ARFF (Aircraft Rescue and Firefighting) training by the end of the week.
- Four new resident firefighters would start in August and immediately leave for the fire training academy. Where accommodations for them will be when they finish was yet to be determined.

Volunteer Coordinator: (No report. Chief Glenn was on vacation.)

Fire Marshal:

- Recent plan reviews had unique challenges to providing adequate water supply in compliance with NFPA 1142. Chief Blanchard was working with architects and engineers to find creative solutions.
- Chief Blanchard attended a fire investigators symposium in Leavenworth the previous week. He reported it offered a photography class and he was now able to confidently operate the fire district's camera and produce defensible photographs. He also took a class on drones.
- Coordination of Tier II reporting and procedures was under development with the Detective Groseclose, Douglas County Sheriff's Office and Misty Viebrock of RiverCom. Discussions were also going well on a plan for working with law enforcement on command for SRT (Special Reaction Team) responses.
- Having met with a representative of the Conservation District regarding the Sand Canyon drainage, the next step was to meet with the Douglas County Commissioners.
- Firefighter Cody Shelton and Chad Daggett were working on adult outreach material to be produced in English and in Spanish.
- The Wenatchee Valley Technical Skills Center would likely move the Fire Science class to another location.

UNFINISHED BUSINESS

1. Copies of the documents on the purchase of property at 3540 NW Cascade Ave were distributed to board members prior to the meeting. Signing of the remaining closing documents would likely be scheduled towards the end of the week. **It was agreed that Chair Dawn Collings would sign the documents on behalf of the Board.** Payment in the amount of \$245,711.99 to Central Washington Title Services, Inc. was included in the vouchers to be approved at this meeting. It would include the prorated ULID based on \$8,684.96, the amount

MINUTES
MAY 14, 2018
PAGE 4

remaining at the time of the segregation. The ULID would likely be budgeted to pay off next year.

NEW BUSINESS (None)

PAYROLL & VOUCHERS

April Expenses: Payroll totaled \$182,139.11. Claims totaled \$368,611.61 for Vouchers No. 180502001 through 180502068.

Commissioner Black moved to approve April payroll and vouchers in the amount of \$550,750.72. The motion was seconded by Commissioner McBride. Motion unanimously passed.

GOOD OF THE ORDER

- Firefighter Kyle Bowles, along with help from the rest of the crew on C-Shift, was credited for a lot of work on the maintenance of the grounds.
- Assistant Chief Phillips was commended for doing a good job filling in for the Fire Chief today in his absence.

Commissioner Black moved to adjourn the meeting at 6:15 p.m. The motion was seconded by Commissioner McBride. Motion unanimously passed.