

## MINUTES

### BOARD OF FIRE COMMISSIONERS

#### DOUGLAS COUNTY FIRE DISTRICT NO. 2

July 16, 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 Fire Chief Dave Baker, Assistant Chiefs Cam Phillips, Kurt Blanchard, John Glenn, Firefighters Cody Shelton, Mark Zielinski, Volunteer Lieutenants Mitchell Williams, Kyle Dennis, Resident Firefighters Cole Clark, Colton Sackman, and Administrative Assistant Kris Felty.

#### **ADDITIONS/DELETIONS TO THE AGENDA** (None)

#### **APPROVAL OF MINUTES**

**Commissioner Black moved to approve the Minutes of May 24 and June 13, 2018 as presented. The motion was seconded by Commissioner McBride. Motion unanimously passed.**

#### **FINANCIAL REPORT**

1. The Treasurer's Financial Statement indicated a balance of \$4,896,715.13.
2. Revenues received:
  - \$5,831.53, interest income.
  - \$380.00, Chandler Van Amen, repayment of resident tuition. (Cash)
  - \$11.66, Central Washington Title Services, Inc., refunded overpayment on purchase of property on NW Cascade Ave. (Check No. 126045)
  - \$3,633.84, Michael Soltwisch/Washington State Labor & Industries, time loss compensation 5/5/2018-5/18/2018 and 5/25/2018-6/3/2018. (Warrant Nos. 367138L and 381080L)
  - \$810.00, Board for Volunteer Firefighters, refund of 2017 pension premiums of members who did not meet participation requirements. (Warrant No. 098221M)
  - \$908.46, Michael Soltwisch/Washington State Labor & Industries, time loss compensation 5/19/2018-5/24/2018. (Warrant No. 374388L)
  - \$302.50, North Central Emergency Care Council, reimbursement for 50% FY18 EMS online training. (Check No. 1435)

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- \$400.00, Chandler Van Amen, repayment of resident tuition. (Cash)
- \$200.00, Board for Volunteer Firefighters, reimbursement for volunteer medical exams. (Warrant No. 951212M)

**CORRESPONDENCE (None)**

**STAFF REPORTS**

**Chief:**

- Personnel: Firefighter Cody Shelton had returned from a brief medical leave; he had a new baby girl. Shane Flatness was temporarily assigned to Captain of A-Shift while Captain Sean Clarke was out on medical leave. Captain Seth Ellis was released to return to work on July 18.
- Station 4: Chief Baker was in contact with a concerned resident on NW Goldcrest over having a fire station in the neighborhood. He sent the *North End Master Plan & Feasibility Study* and extended an invitation to attend future planning meetings. A sign from Graybeal Signs would be installed in the next week. Updated schematics of Station 4 were expected in the next day or two. A meeting would be scheduled in the next week with the architect. It was noted that bids would be opened the following day for a similar project in South Widbey that would be a good indicator of current construction costs.
- Station 3: During the pre-application hearing to short plat the property, Chief Baker was informed that the Fire District would be obligated to install gutters, curbs and sidewalks for the entire PUD property, about 1,200 feet. Cost was unknown. The Fire District would be required to make improvements to Douglas Street.
- Chief Baker was invited to a meeting on the Arid Lands Initiative.
- Pictures of the ordered rescue truck were received earlier in the day and shared with the Board. Chief Baker had spoken with the President and Sales Manager at General Fire.
- Report on significant fires included Stuhmiller Road/Baird Springs started by a train, Mansfield Road held to north side of the railroad tracks, and two (2) fires on Badger Mountain. Firefighters Billy Turner and Jacob Toevs had been on one of the Badger Mountain fires when a call came in for a fire on a deck of a structure and were first on scene.

**Training:**

- A truck company operations class with instructors from Los Angeles, CA started today at Chelan County Fire District No. 1. There were five participants attending from this department.
- The lease on the Rylee Ann Apartment would be renewed for six months, the option chosen over renting from month to month at an increased cost. It would accommodate new residents this year, plus it was planned to bring on six (6) additional residents next year. A housing crunch was expected until the new station was built.

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**Volunteer Coordinator:**

- New to wildland firefighting, Chief Glenn credited resources, specifically air support, with gaining control for suppression of recent fires.
- Applications were still coming in, mostly for the resident program.
- New residents would start their program in August and leave for the fire training academy shortly after.

**Fire Marshal:**

- A large potential waterfront development in the Rock Island area was reported to be starting the environmental review process. Residential development included Maryhill (96 units) and 4<sup>th</sup> St. (84 units). Commercial development included T-Mobile and APL.
- The Fourth-of-July was quiet.
- Public Education: NCW Life TV proposed a monthly interview/fire safety education. A newsletter was distributed to multi-family occupancies with a checklist of safety items. It had generated public feedback.
- A draft interlocal agreement was distributed to board members. Chelan County Fire District No. 1 was having their attorney draft an interlocal agreement for fire investigation services.
- Having met with TEGRIS the past week, the database for cleaning hood systems and servicing sprinkler systems would be updated to reduce the delinquency timeframe for compliance to 100 days. Chief Blanchard had inherited 80 violations over a year old.
- The Douglas County Commissioners would be requested to close roads due to fire danger.
- Chief Blanchard distributed an article featuring Tyler Bertram who took top honors at the National Skills USA Firefighter Championship. He was considered one of the best entering the resident program.
- Commissioner Black commended Chief Blanchard for his work with high school students over the several years he instructed for the Skill Center.

**UNFINISHED BUSINESS (None)**

**NEW BUSINESS (None)**

**PAYROLL & VOUCHERS**

June Expenses: Payroll totaled \$207,991.58. Claims totaled \$114,404.23 for Vouchers No. 180702001 through 180702064.

Payroll changes were approved as follows:

- Part-time Firefighter Donald Mark Collins was promoted to Firefighter II effective January 1, 2018.

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- Temporary full-time Firefighter Tanner D. Brender was returned to part-time status effective June 1, 2018. He was promoted to Firefighter II with EMT certification.
- Firefighter Shane Flatness was temporarily assigned to Captain of A-Shift

**Commissioner Black moved to approve June payroll and vouchers in the amount of \$322,395.81. The motion was seconded by Commissioner McBride. Motion unanimously passed.**

**GOOD OF THE ORDER (None).**

**Commissioner McBride moved to adjourn the meeting at 5:40 p.m. The motion was seconded by Commissioner Black. Motion unanimously passed.**