

MINUTES

BOARD OF FIRE COMMISSIONERS

DOUGLAS COUNTY FIRE DISTRICT NO. 2

September 12, 2018
East Wenatchee, WA

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

District personnel in attendance were Assistant Chiefs Cam Phillips and Kurt Blanchard, Captain Shane Flatness, Firefighter Billy Turner, and Resident Firefighter Josh Bollinger.

Don Phillips, resident on NW Goldcrest Street was also present.

ADDITIONS/DELETIONS TO THE AGENDA (None)

APPROVAL OF MINUTES

Commissioner Black moved to approve the Minutes of August 14, 2018 as presented. The motion was seconded by Chair Collings. Motion passed.

FINANCIAL REPORT

1. The Treasurer's Financial Statement indicated a balance of \$4,225,747.30.
2. Revenues received:
 - \$8,055.02, interest income.
 - \$251.35, Department of Revenue-Unclaimed Property, credit balance at Walker's (2016). (Warrant No. 057740N)
 - \$7,466.81, Eastmont School District No. 206, fire protection services (2017-2018). (Check No. 7109454)
 - \$6,856.54, Washington State Patrol, reimbursement for equipment on the Angel Springs Mobilization Fire. (EFT #184242!)
 - \$1,632.62, Department of Natural Resources, reimbursement for personnel and equipment on the Rocky Reach Fire. (EFT #185630!)

CORRESPONDENCE

1. An email was sent to Chief Baker from U.S. Senator Maria Cantwell advising her office would be unable to assist with the unpaid bill to BNSF as it was a legal matter.

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2. Chief Baker had prepared a letter addressing concerns expressed at the August Meeting regarding the location of the future north-end station. It was distributed to residents in the neighborhood of the future station site and district membership.
3. Information was available for the 2018 WFCFA Conference October 25-27 in Yakima. The flyer for the Snure Preconference Seminar on October 24 was included. Chief Baker would be attending. The Commissioners were asked to let the Secretary know if they were planning to go.
4. Chief Phillips relayed a thank-you letter from Terry England, Wenatchee Police Department for the district's participation in National-Night-Out on August 7. Administrative Assistant Kris Felty was recognized for her part in organizing the participants.

STAFF REPORTS

Chief:

A written report by Chief Baker was distributed to members prior to the meeting and made part of this record. In his absence, Chief Phillips added the following.

Personnel: Captain Sean Clarke had not yet been medically released to return to work.

Recent Events:

- House fire in Rock Island on August 19 – A-Shift was commended for their work on this incident.
- 3427 NW Cascade Ave on August 24 – Smoker caught fire extending to fence and outside of house. It was stopped just before it entered the house. Opportunity was taken to promote the future fire station that would be located across the street.
- Crystal Fire on September 1 – Chief Blanchard reported a 180-degree wind shift occurred during this fire. Local resources did a phenomenal job protecting homes. A smooth and clean burn out was conducted the morning of the second day. An investigation was completed; however, the cause had not been released.

Property Update:

- Station 4: Chief Baker had submitted a cost estimate from Architect Peter Carletti of \$6 million based on 12,750 square feet. Five concept designs were presented, each with a floor and site plan.
- Station 3: The short plat application was submitted to Douglas County Transportation and Land Services, currently in a two-week review period. It included a letter from Douglas County PUD authorizing the Fire District to act as its agent during the review process. A sign was ready to post as required for public notice.
- Station 1: The conditional use permit allowed for training. Any change would require a new permit. Chief Blanchard explained that the building would need to be removed to make room for additional parking. Remodel of the station would require a feasibility study conducted by the architect. It would be limited by its block construction and the roof lines. A realtor was researching properties in the area. Similarly, it was reported that the City of East Wenatchee

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purchased a cinder-block rambler for \$289,900 as part of their expansion plans. With a project cost estimated at \$1.1 million, he did not foresee a lot of cost savings.

Apparatus/Equipment:

- The new rescue vehicle was in service and had already extinguished a fire in an adult family home. The old rescue truck would be rehabbed.
- The M1078 military truck was being painted.

Operations:

Assistant Chief Phillips reported on the following:

- Upcoming community events on September 29 included Youth Hunting and Fishing Day and “When I Grow Up” Fun Run/Walk.
- Brush 1 was damaged during suppression of the Crystal Fire. Paint was blistered on Brush 5. An after-action review may be scheduled for the following week.
- Open House was scheduled for October 13.
- Chief Baker had asked for budget requests.
- A new company was recommended for preemployment background checks. Cost was approximately \$3,000 per person, including a psychological test. A contract was required. Commissioner Black asked that the proposal be included in the 2019 budget for further discussion.

Training:

Assistant Chief Phillips reported on the following:

- Firefighters Jordan Givens, JP Sokolowski and Cody Shelton participated in rescue swimmers training. Feedback from participants was very positive although difficult; comparable to SEAL training.
- Personnel have recently expressed more interest in college classes and degree programs.

Recruitment/Retention Officer: (Assistant Chief Glenn was on vacation.)

- It was reported that the participants at the fire training academy were doing well. Resident Firefighter James Workman and Volunteer Firefighter Tanner Brender had received the prestigious Bulldog Award the first two weeks.
- The interview process of volunteer applicants would be starting soon. Ten would be selected from twenty applications.

Fire Marshal:

Assistant Chief Blanchard reported on the following:

- Recent fires had generated good dialogue regarding ignition sources and creating defensible space. The condominiums on 19th Street were used as an example.
- Two dozen pre-applications for residential development had been submitted in various stages. Commercial development included Marson & Marson and data centers.

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- Input/ideas were requested for the Fall Newsletter. There would be a push to distribute before the Open House.
- Preparations were underway for the Open House: Vendors were being contacted for donations, The Red Cross was taking requests for receiving smoke detectors. Light House Ministries would be the recipient of funds raised. A media release would go out later in the week. Kiwanis had been contacted. Local groups expected to participate included Key Club, Girl Scouts and Boy Scouts, as well as the U.S. Army. Acting Captain Shane Flatness would be demonstrating the adult simulator.
- Revamp of the hydrant program would be coordinated with RiverCom and the East Wenatchee Water District.
- Crews were finishing up inspections. This was the first time going completely paperless.
- Training included investigation, media/public information and interrogation. Chief Blanchard was planning to be NFPA Fire Inspector II certified by the end of the year.

UNFINISHED BUSINESS (None)

NEW BUSINESS

1. Fire Station Design: Architect Peter Carletti was contacted by telephone. He explained that out of the five design options, he favored #4 and #5. They were easy to design and bid and met the basic needs of both career and resident firefighters. They also provided public meeting space, some administrative offices, and allowed for expansion. Drawbacks to a second story shell included future code changes that could affect structure requirements, planning which involved vaulted space, and costs associated with elevators. Chair Collings and Commissioner Black both agreed they had all the information they needed at the time and would review further. The telephone conversation ended.

Commissioner Black favored the Board meet again with all members and the Fire Chief present before meeting with the architect again, preferably before the next regular meeting. He requested the designs be presented on PowerPoint or printed larger.

(Mr. Phillips left the meeting.)

PAYROLL & VOUCHERS

August Expenses: Payroll totaled \$215,006.63. Claims totaled \$111,455.94 for Vouchers No. 180902001 through 180902065.

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Payroll changes were approved as follows:

- Volunteer Firefighter Shane Milner opted into part-time status at the rank of Firefighter II effective September 1, 2018.
- Promotion of Part-time Firefighter Alex Bull to Firefighter II effective September 1, 2018.
- Promotion of Part-time Firefighter Nathaniel Betancourt to Firefighter I effective September 1, 2018.

Commissioner Black moved to approve August payroll and vouchers in the amount of \$326,462.57. The motion was seconded by Chair Collings. Motion passed.

GOOD OF THE ORDER

1. Chair Collings advised she would be unavailable to meet from September 29 to October 7.

Commissioner Black moved to adjourn the meeting at 6:08 p.m. The motion was seconded by Chair Collings. Motion passed.