

MINUTES
BOARD OF FIRE COMMISSIONERS
DOUGLAS COUNTY FIRE DISTRICT NO. 2

March 20, 2018
East Wenatchee, WA

The meeting was called to order at 4:30 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 and John Glenn.

The purpose of the meeting was to consider the following items:

- Hire grant writer Michelle Mazzola, Resource Solutions LLC to assist with an application for a SAFER Grant to hire additional firefighters
- Authorize an appraisal of the property owned by the Douglas County PUD at the Rapids Substation.

Grant Writer

Information was provided to members prior to the meeting from Ms. Mazzola reflecting her experience, several successful projects and references. Chief Baker added that she was highly recommended by Chief Don Fortier, Grant County Fire District No. 3. In support, Commissioner Black advised that he had met with Chief Fortier and toured at least one of the stations that Ms. Mazzola had helped obtain the funding for.

It was explained that there was a short period of approximately 30 days to submit applications for the grant starting in the next week. The *Notice of Funding Opportunity* had only recently been announced a week prior to the last regular meeting.

The expense would come out of the Professional Services account. It was suggested by Commissioner Black that it become an annually budgeted item that would avoid having to seek authorization when time was a factor.

Commissioner McBride moved to grant Chief Baker authorization to enter into the agreement to retain the services of Michelle Mazzola, Resource Solutions, LLC for a fee of \$6,500. The motion was seconded by Commissioner Black. Motion unanimously passed.

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Appraisal

To address concerns from Commissioner Black that the District had done its due diligence before spending funds for an appraisal of the PUD property in Rock Island, Chief Baker would discuss the matter with Douglas County PUD Properties Manager John Brown. The purpose would be to seek some assurance, not necessarily in writing, that they would accept the appraised value. Chief Baker advised the Fire District had a “letter of surety” from the PUD in support of developing the property adjacent to the Rapids Substation, but also noted that they were unwilling to share in the cost.

Chief Baker advised that Pacific Appraisal Associates agreed to conduct the appraisal for \$2,800. How the property would be paid for was still to be determined. Chief Baker favored buying it out-right. It had been proposed, however, to arrange for payments in an exchange for services. A short plat will take a year.

Assistant Chief Phillips was commended for his handling of the regular meeting in the absence of Chief Baker.

Commissioner Black moved to adjourn the meeting at 5:05 p.m. Commissioner McBride seconded the motion. Motion unanimously passed.