

MINUTES

BOARD OF FIRE COMMISSIONERS

DOUGLAS COUNTY FIRE DISTRICT NO. 2

August 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 Fire Chief Dave Baker, Assistant Chiefs Cam Phillips, Kurt Blanchard, John Glenn, Firefighter J.P. Sokolowski, Volunteer Lieutenant Kyle Dennis, Resident Firefighter Josh Bollinger, and Administrative Assistant Teressa Olson.

Residents in the surrounding area of the property purchased on NW Cascade Avenue were also present. The attached sign-in sheet is made part of this record.

ADDITIONS/DELETIONS TO THE AGENDA (None)

As a courtesy to those in attendance, Chair Collings dispensed with the regular agenda to move to the new business item requested by Shannon Johnson, regarding the future fire station location on NW Cascade Ave.

FIRE STATION LOCATION

Shannon Johnson, resident on NW Goldcrest St. spoke first. A neighborhood meeting was requested for approximately 70 households within 500 feet of the future station site. She requested the station be moved across the future 35th St. extension where there would be more room. Concerns related to night training, lack of sidewalks, engine emissions, lights and sirens. She indicated the project lacked public notice and opportunity to comment and statutes regarding public meetings and notice were not being followed. She asked that updates regarding Station 4 be added to the website. Rules and regulations reported to be disregarded included setbacks, placement of the septic system, sewer, soil testing, and dust control.

Chief Baker explained how the site was selected, noting that the District had invested time and money into purchasing other property across NW Cascade Ave that ultimately became cost prohibitive. The previous owner of the site (Central Washington Hospital) stipulated limited property they were willing to sell. Chief Phillips discussed the Washington Surveying and Rating Bureau and some of their criteria for locating fire stations best suited for insurance rates.

Other concerns discussed included appropriate roadways and access for fire apparatus, roundabouts, tax increases and impact on surrounding property values.

MINUTES
AUGUST 14, 2018
PAGE 2

In response to complying with regulations, it was explained that the District would be required to install curbs, gutters and sidewalks. Environmental review under the State Environmental Policy Act had already been conducted during the north-end study. The environmental site assessment conducted on behalf of the District had determined that the contaminated soil would need to be removed or buried. It was stressed that the District intended to comply with all requirements, that the station was merely in the conceptual stage, currently in the pre-application process. Commissioner Black advised that Douglas County would be leading the District throughout the project.

The long planning process which started back to 2012 with a citizens advisory committee and encompassed growth and expansion throughout the District up to present was discussed. The future site for Station 4 had been included in television and radio interviews, newspaper articles and two public newsletters in the last year. Some aspect of the north-end station was a topic of discussion during most the public meetings held over the last few years.

Chair Dawn Collings thanked participants in the discussion and asked them to provide their contact information for future meeting notification and updates.

(Residents around the Station 4 property left the meeting.)

APPROVAL OF MINUTES

Commissioner Black moved to approve the Minutes of July 16 and August 2, 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 \$4,793,041.76.
2. Revenues received:
 - \$7,211.49, interest income.
 - \$173.28, Washington State Patrol, reimbursement for equipment used on the Soap Lake mobilization fire. (EFT #043183!)
 - \$5,090.49, City of East Wenatchee, code enforcement agreement for second quarter 2018. (Check No. 50402)
 - \$400.00, Chandler Van Amen, repayment of resident tuition. (Cash)
 - \$300.00, Board for Volunteer Firefighters, reimbursement for three (3) volunteer medical exams. (Warrant No. 019074N)
 - \$2,119.74, Michael Soltwisch/Washington State Labor & Industries, time loss compensation 4/21/2018-5/4/2018. (Warrant No. 995696M)

MINUTES
AUGUST 14, 2018
PAGE 3

CORRESPONDENCE

1. Chief Baker received an email from a Chelan County Fire District No. 7 volunteer firefighter commending Firefighters Jordan Givens and Carter Welch for their professionalism while assisting on the Cougar Creek Fire.
2. Inquiries were sent to U.S. Senators Maria Cantwell and Patty Murray for assistance to expedite payment from BNSF for fire suppression of a train-caused wildfire that occurred on July 24, 2017. It was confirmed in May that the billings on behalf of the responding fire departments were received and in process, but payment had not been received.

STAFF REPORTS

Chief:

Personnel:

- Captain Seth Ellis, Firefighters Cody Shelton and Josh Bollinger responded on the mobilized Davenport Fire.
- Staffing was recently increased. A brush truck was running on medical aid calls. The rescue vehicle would resume responding when the weather breaks.

Recent Events:

- The recent Grass Valley Fire between Bridgeport and Leahy Junction burned 75,000 acres in ten hours. One firefighter was injured.
- An After-Action Review (AAR) was scheduled for the Chelan Hills Fire in the following week at Douglas County Fire District No. 4. Chief Baker had documented a close call that occurred during the incident that was distributed to the district membership and out to the Chiefs in the NCW Fire Chiefs Association.

Grants:

- Chief Baker was checking the status of the SAFER application on the website every Friday.

Property Update:

- The purchase of property for Station 3 was on hold awaiting annexation by the City of Rock Island as recommended by Erlandson & Associates.

Apparatus/Equipment:

- Delivery of the rescue truck was expected in 3-4 weeks.
- Repairs to the 1997 Darley Engine would cost approximately \$10,000.

(Volunteer Lieutenant Dave Burdett entered the meeting.)

Training:

- District crews went to fires near Spokane, Chelan Hills, Cougar Creek, and Coulee City; cognitively sending leadership for safety reasons. It was considered good experience. The AAR was expected to generate discussion.

MINUTES
AUGUST 14, 2018
PAGE 4

- A new logo was under development.
- The next hiring process for five (5) positions was in the planning stages, to be coordinated with the SAFER grant, if successful. Volunteer firefighters may be given some credit.
- Chief Phillips would be instructing a class on post-traumatic stress disorder at the next Washington State Training Officers Conference.
- Chief Phillips was contacted by owner Kevin Precht regarding the future funeral home planned across the street from Station 1.

Volunteer Coordinator:

- Applications were continuing to come in for recruit and resident firefighters. Schools were reaching out with interest in the resident program. An in-house academy may be in the future.

Fire Marshal:

- Commercial development:
 - Chamberlain Distributing was building an 80,000 sq. ft. facility.
 - Rock Island was installing a water line extension from Grant Road to Rock Island Road. It was expected to push commercial development.
- Having changed the delinquency timeframe for compliance in TEGRIS to 100 days, the number of violations was reduced to 64.
- Pre-fire planning had started for the condos on 19th Street.
- Upcoming projects included Open House and the Fall Newsletter.

UNFINISHED BUSINESS

1. Chief Baker requested guidance for the building of Station 4. Commissioner McBride expressed concern regarding the increased cost of the project moving from a satellite to a headquarters station and preferred looking at alternatives for providing resident housing and offices for administration. Commissioner Black agreed the ballooning cost was his concern as well. Chair Collings suggested considering options between \$5-\$5.5 million, but also pointed out that she was relying heavily on the expertise of staff for design and actual components. Chief Baker was requested to ask the architect for options up to \$6.7 million, with no opposition to the additional fees that would be incurred. Chief Baker would also ask the architect about remodeling Station 1. Chief Blanchard offered to research the allowable use of the property behind Station 1. Commissioner McBride discussed obtaining first right of refusal on properties should they become available near Station 1.

NEW BUSINESS

1. Fire Station Location: In addition to the previous discussion, Chief Baker would attempt to obtain a list of concerns from Ms. Johnson regarding Station 4 and address them individually.

**MINUTES
AUGUST 14, 2018
PAGE 5**

2. An updated interlocal agreement for investigation services with Chelan County and Chelan County Fire District No. 1 was presented for approval. It had been drafted by legal counsel for CCFD#1.

Commissioner McBride moved to approve the *Interlocal Agreement for Fire, Explosion and Hazardous Material Investigation Services* as presented. Motion was seconded by Commissioner Black. Motion unanimously passed.

3. In discussion, board members favored obtaining government e-mail addresses to avoid potential issues with their personal accounts related to public disclosure in the future. IT was expected to be in later in the week and would be asked to set them up.

PAYROLL & VOUCHERS

July Expenses: Payroll totaled \$201,820.63. Claims totaled \$177,367.63 for Vouchers No. 180802001 through 180802055.

Payroll changes were approved as follows:

- Monthly stipend of \$500.00 for new Volunteer Residents Tyler Bertram, Jason Koster, Michael Lundgren and James Workman effective August 1, 2018
- Promotion of Firefighter J.P. Sokolowski to Firefighter II effective August 1, 2018.
- Promotion of Firefighter Billy Turner to Firefighter III effective August 14, 2018.

Commissioner McBride moved to approve July payroll and vouchers in the amount of \$379,188.26. The motion was seconded by Commissioner Black. Motion unanimously passed.

GOOD OF THE ORDER

1. Commissioner McBride advised he would not be able to attend the next regular meeting in September. He would be out of town.

Commissioner McBride moved to adjourn the meeting at 7:42 p.m. The motion was seconded by Commissioner Black. Motion unanimously passed.