

MINUTES

BOARD OF FIRE COMMISSIONERS

DOUGLAS COUNTY FIRE DISTRICT NO. 2

September 11, 2019
East Wenatchee, WA

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

District personnel in attendance were Assistant Chief Cam Phillips, Captain Seth Ellis, Firefighter Kyle Bowles, Resident Firefighters Colton Sackman and Jason Koster. New Executive Assistant Terri Woods was introduced.

ADDITIONS/DELETIONS TO THE AGENDA

- The Minutes of August 14, 2019 were added to be approved.

APPROVAL OF MINUTES

Commissioner Collings moved to approve the Minutes of August 7 and August 14, 2019 as presented. The motion was seconded by Chairman Black. Motion passed.

FINANCIAL REPORT

1. The Treasurer's Financial Statement indicated a balance of \$6,138,932.95.
2. Revenues received:
 - \$13,459.55, interest income.
 - \$5.00, LexisNexis, payment for copy of incident report. (Check No. 804138473)
 - \$2,139.72, WSP, reimbursement for personnel on the Powerline Mobilization. (EFT #070172!)
 - \$1,617.43, DNR, reimbursement for personnel and equipment on the Powerline Mobilization. (EFT #079895!)
 - \$175.00, Don/April Welch, Carter Welch reimbursement for resident training. (Check No. 172)
 - \$300.00, Board for Volunteer Firefighters, reimbursement for resident medical exams. (Warrant No. 755002N)
 - \$2,327.20, Scott White/L&I, time loss compensation for August 14-August 29, 2019. (Warrant No. 738958L)
 - \$5.00, LexisNexis, payment for copy of incident report. (Check No. 809624111)
 - \$7,272.04, Eastmont School District No. 206, fire protection services (2018-2019). (Check No. 7114831)

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CORRESPONDENCE

- Information was available for the 2019 WFCM Conference October 24-26 in Tulalip. The flyer for the Snure Preconference Seminar on October 23 was included. The Commissioners were asked to let the Secretary know if they were planning to go.
- Notice was received from the Washington Surveying and Rating Bureau initiating their evaluation process. They would like to schedule a visit after the first of the year. It would give the District the opportunity to improve its rating back to a Class 4 having made improvements since the last evaluation.

STAFF REPORTS

Chief:

Chief Baker was away at training. Assistant Chief Cam Phillips reported on the following:

- Of note, this was the anniversary of the 9/11 attacks on the United States. A memorial was held in Cashmere.
- Property
Main Station
 - The meeting room would be closed to public use after October 1 and turned into a dormitory. It would be reopened when staff moves into Station 4. Future commissioner meetings would likely be held in the Day Room. Suggestions were welcome.
 - Concrete work was completed around the station including the storage area and the front walk. It would be sealed in the next week.
 - A plan would be made to repair tears and heaving in the parking lot. It was paved a year ago.Station 4
 - Chief Baker would update at the workshop on September 23.
- Grant
 - The SAFER grant application was still under consideration, no award yet. Three were awarded in the last week. Announcements were released on Fridays.
- Apparatus/Equipment
 - Changes in the bid laws took effect earlier this year giving more cooperative purchasing opportunities “piggybacking” to Fire Districts. Using purchasing contracts through FireRescue GPO, a nationwide purchasing organization for public entities, was being considered.

Training:

- The joint resident training academy with Chelan County Fire District No. 1 started earlier in the week.
- The District was asked to burn down the nearby drug house. It had recently been raided by law enforcement. Occupants were hiding in the attic, one a known felon. The house was in a location not conducive for live fire training.

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- Arrangements were being made to meet with Governor Inslee who wanted to meet with local fire officials next week.
- A light duty policy and procedures were being developed for on the job injuries that would be compatible with the Stay at Work program offered by Labor and Industries. More to follow.
- In his apparatus update, Chief Phillips reported that Firefighter/Mechanic Jay O'Connell was obtaining estimates for purchasing apparatus. It was unlikely that it would cost a rumored \$850,000 for an engine; but likely more than the \$370,000 model at the recent vendor show, on display at the Mechanics Conference. A ladder truck was estimated to cost \$1.25 million, plus equipment. The District was still waiting for the Dodge Ram ordered last year.
- The hiring process had begun in a joint effort with Chelan County Fire District No. 1 to establish a firefighter hiring eligibility list. The job announcement was released, and applications would be limited at 150. Chief Glenn was handling the project for this District.

Fire Marshal:

- Chief Blanchard was catching up after attending the investigation class at the National Fire Academy. He reported it was the most stressful class he had every taken, but the training was phenomenal.

Recruitment/Retention: (Chief Glenn was taking time off, having worked over the weekend.)

UNFINISHED BUSINESS

1. Due to concern that the document did not specifically address termination, the bond engagement letter would be legally reviewed.

Commissioner Collings moved to approve *A Bond Counsel Engagement Letter for the Issuance of Limited Tax General Obligation Bonds* dated August 13, 2019 contingent upon a favorable review from Attorney Julie Norton. The motion was seconded by Chairman Black. Motion passed.

NEW BUSINESS

1. **Commissioner Collings moved to approve the *North Central Washington Area Emergency Services Mutual Aid Agreement*. The motion was seconded by Chairman Black. Motion passed.**

Note: The date of review was changed from 2018 to 2025 on Page 4, Section 11 of the referenced mutual aid agreement.

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PAYROLL & VOUCHERS

August Expenses: Payroll totaled \$216,923.74. Claims totaled \$143,297.59 for Vouchers No. 190902001 through 190902059.

The following payroll changes were approved:

- Part-time Firefighter Tanner Brender was removed from payroll effective May 1, 2019.
- Firefighter Joshua-Paul Sokolowski was promoted to Firefighter III effective August 1, 2019.
- Part-time Lieutenant Mark Colson was removed from payroll effective September 1, 2019.
- New Resident Firefighters Sam Dotson, Conrad Hasse, D. Graham Metzler, and Elijah Weber were added to payroll to receive a monthly stipend effective September 1, 2019.

Commissioner Collings moved to approve August payroll and vouchers in the amount of \$360,221.33. The motion was seconded by Chairman Black. Motion unanimously passed.

GOOD OF THE ORDER (None)

Commissioner Collings moved to adjourn the meeting at 5:45 p.m. The motion was seconded by Chairman Black. Motion unanimously passed.