

MINUTES

BOARD OF FIRE COMMISSIONERS

DOUGLAS COUNTY FIRE DISTRICT NO. 2

March 11, 2020
East Wenatchee, WA

The meeting was called to order at 5:00 p.m. by Chairman Rick McBride with Commissioners Dawn Collings and Dave Fennell present.

District personnel in attendance were Fire Chief Dave Baker, Assistant Chiefs Cam Phillips, John Glenn and Kurt Blanchard, Volunteer Division Chief Ron Roy, Captain Seth Ellis, Lieutenants Jordan Givens and Cody Shelton, Firefighters Herb King, and Executive Assistant Terri Woods.

ADDITIONS/DELETIONS TO THE AGENDA

- IAFF Local 453 was added after Staff Reports by Chairman McBride.

APPROVAL OF MINUTES

Commissioner Collings moved to approve the Minutes of February 12, 2020 as presented. The motion was seconded by Commissioner Fennell. Motion unanimously passed.

FINANCIAL REPORT

1. The Treasurer's Financial Statement indicated a balance of \$13,667,308.90.
2. Revenues received:
 - \$6,991.12, interest income.
 - \$3,132.75, Chelan Douglas Port Authority, 2019 interlocal agreement for holiday coverage and utilities at Station 2. (Check No. 1283)
 - \$360.00, James Workman, resident tuition reimbursement. (Check No. 1082)
 - \$175.00, Jason Koster, resident tuition reimbursement. (Cash)
 - \$1,260.00, Washington Dept. of Health, 2020 Prehospital Participation Grant. (EFT #531768)

CORRESPONDENCE (None)

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STAFF REPORTS

Chief:

- Chief Baker reported personnel were taking appropriate steps for precautions related to COVID-19.
- Personnel:
 - There had been no change regarding proposed shift commanders.
 - Josh Bollinger was hired into the position of full-time recruit firefighter to start March 15. Donn Etherington III would start on April 1.
 - Resident Firefighter Graham Metzler resigned.
- A trip was planned for March 22-27 to Wisconsin for preconstruction of the ladder truck.
- Bid opening for the sale of the surplused 1994 Ford F-350 was advertised for the following day.
- Bid opening for Station #4 construction was scheduled for April 2. There was a request to open the project up to out-of-state contractors. The cost to use a plan center for access to the plans and specifications was around \$1,000. The engineers were coordinating the project.
- Fire Marshal:
 - A hydrogen facility near BJ's was in the pre-application process.

Local 453:

- A meeting would be held the following day to consider allowing the Assistant Chiefs (supervisory group) to join the local. A vote on the proposal was scheduled for March 18.
- Members participated in the Cross-Sport Firefighter Challenge Fundraiser for the Leukemia & Lymphoma Society. The Firefighter Stair Climb was cancelled.
- Members attended a hearing of the Douglas County Commissioners in opposition to conducting collective bargaining negotiations open to the public.

UNFINISHED BUSINESS

1. Bid Opening – Station #4: Bid numbers would be compiled at the April 2 opening. Bid sheets would be compared with estimates. Architect Peter Carletti would be present to confirm and screen contractor qualifications on behalf of the Fire District. A special meeting was not necessary.
2. Command Duty: Chief Baker reported his proposal would cost \$150,000 more a year and was considered too expensive. It was based on a schedule lined out for one day/week and one weekend/month. The item was taken off the table.

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NEW BUSINESS

1. Commissioner Fennell stated he would like to have a written policy on command duty and duty-day off. Commissioner McBride agreed, adding detail should be included. A draft was requested for the next meeting. Chief Baker advised he had one. He indicated he would research information on what other departments were doing and try to determine the associated portion of salaries. Lexipol and Firehouse Attorneys were possible resources.

PAYROLL & VOUCHERS

February Expenses were submitted as follows:

General Expense Fund:

Claims totaled \$70,186.78 for Vouchers No. 200303001 through 200303049.

Payroll totaled \$253,920.97. The following payroll changes were approved:

- Volunteer Firefighter Donn Etherington III opted into part-time status effective March 1, 2020.
- Part-time Firefighter Josh Bollinger was hired into the open full-time Firefighter Recruit position effective March 15, 2020.

Special Projects Fund:

Claims totaled \$3,413.15 for Vouchers No. 200302001 through 200302004.

Commissioner Fennell moved to approve February payroll and vouchers in the amount of \$327,520.90. The motion was seconded by Commissioner Collings. Motion unanimously passed.

GOOD OF THE ORDER

1. Commissioner Fennell reported he toured the new Chelan County Fire District No. 1 Station #13. He described it as nice, inexpensive and too small with no room for growth. He also toured the training facility in Malaga.

(The scheduled Executive Session was determined not to be needed.)

Commissioner Collings moved to adjourn the meeting at 5:36 p.m. The motion was seconded by Commissioner Fennell. Motion unanimously passed.