

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

July 13, 2021  
East Wenatchee, WA

The regular meeting was called to order at 5:00 p.m. by Chairman Dave Fennell, with Commissioners Rick McBride and Dan Johnson present. Chief Brian Brett also in attendance.

District personnel in attendance were Division Chief Ron Roy, District Secretary Terri Woods, Administrative Assistant Tara Whaley, and Captain Soltwisch.

**ADDITIONS/DELETIONS TO THE AGENDA**

Chairman Fennell added a closed session for contract negotiations and budget revision correction to the agenda. Commissioner McBride added under new business the reading of a letter.

**APPROVAL OF MINUTES**

- **Commissioner McBride moved to approve the Minutes of June 9th, 2021, as presented. The motion was seconded by Commissioner Johnson. Motion unanimously passed.**

**FINANCIAL REPORT (June 2021)**

- Treasurer's Report-Fund Totals indicated a balance of \$11,156,279.86
- Receipt Register indicated receipts totaled \$72,006.38.
- Budget Position Report reflected account activities in all funds.

**CORRESPONDENCE**

- None to report

**STAFF REPORT**

- Operations:
  - Secretary Woods reported on news of a L&I security breach.
  - Chief Brett addressed a citizen's complaint of construction noise and mess at Sta4
  - Commissioner Roger Brantner's service will be held on July 17<sup>th</sup> at Pybus. Flowers will be sent to the family. Brantner served the District from 1984 - 2007
  - Chief Ron Roy updated the Board on progress thus far of DCFD2's & CCFD1's volunteer associations goal to unite, working together on growth with legislative issues, training, recruitment, retention, and visibility.
  - Batterman Fire progress: First large fire event in the region for the year, mobilization authorized on July 4<sup>th</sup>, 2021 at 3:30pm. No report of structure loss. Chief Brett expressed his pride in a job well done by Career and Volunteers alike.
  - Report of Services for past Fire Chief Dave Mathews July 7<sup>th</sup>. He will be missed.
  - Graduation is scheduled for Firefighters Allabastro and Johnson at North Bend's Fire Academy Friday June 30<sup>th</sup>, moved to June 29<sup>th</sup>. Chief Brett and BC Phillips plan on attending.
  - BC Phillips will transfer over Operations to Chief Davidson, returning to shift with Firefighter Jahr July 16<sup>th</sup>.

**MINUTES**  
**JULY 13, 2021**  
**PAGE 2**

**UNFINISHED BUSINESS**

1. Consolidation of Services:

- Training Facilities ILA: Both Districts have had legal review Interlocal Agreement. Discussion by Chairman Fennell and Commissioner Johnson with Commissioner McBride abstaining from conversation.

**Commissioner Johnson moved to enter into an interlocal agreement with Chelan County Fire District 1 as presented. The motion was seconded by Commissioner Fennell. Motion passed with 2 in favor and 1 abstained.**

- Fleet Services ILA: In process with legal. No operational plan to disrupt current FF/Mechanic O'Connell

2. Regional Fire Authority – RFA Discussion

- Union contract has been agreed upon for 2022 with Administration and CBA at CCFD1.
- Union contract with DCFD2 for 2022 is currently in negotiations.
- Significant weight on community and past and present members and where they stand on issue. Proposed to develop planning committee with Commissions and citizens from each side. Vested interest to come together to result in lifting all.

3. Facilities:

- Station 4 finish date moved to end of the month with correspondence to contractor from Chief Brett of consequences for further delays.
- DNR is interested in short term lease of Administrative Building next to Sta4. Discussion by Board including need to protect liability and advantages of an increase in personnel and fleet resources with interagency support. Chief Brett was assigned by Chairman Fennell to have DNR draft agreement for review.
- Station 3 plans have been submitted to Rock Island with hopes to go out to bid in September. Changes have been made to original design with no room for further change due to increased cost of construction including materials and effect of COVID. Road improvement cost are being scrutinized for cost savings of any kind including grant possibilities.

4. Levy Refresh:

- The Board determined not go for levy refresh in 2021. Recommendation to refresh in 2022 or consider RFA on ballot upon recommendation of planning committee.

5. Ops Plan – Chief Services:

- Discussion by Board on revised Chief Services ILA. Commissioner McBride abstaining from conversation. Chairman Fennell requested that agreement be sent back to legal to strike 8.2 removing the \$2,000 per month fee for RFA Feasibility Study.

**Commissioner Johnson moved to enter into an interlocal agreement with Chelan County Fire District 1 for Chief Services contingent on the removal of 8.2 and the \$2,000 per month fee for RFA Feasibility. The motion was seconded by Commissioner Fennell. Motion passed with 2 in favor and 1 abstained.**

**MINUTES**  
**JULY 13, 2021**  
**PAGE 3**

- Ops Plan – Chelan Douglas Regional Port has expressed an interest to discontinue DCFD2 response but maintain ARFF. After much deliberation by the Board, Chief Brett was assigned to work with legal on contract revision for review at the August meeting.
- Chief Brett advised the Board on a workshop to readdress legal fireworks use in East Wenatchee with the City Council later this week. All Commissioners voiced support of banning fireworks with our history of wildfire.

Chief Brett left the meeting at 19:11 – Wildland Fire @ Eagle Rock

**NEW BUSINESS**

1. Budget Revision: The Board recognized an additional \$482,234 in property taxes expected for 2021 adjusting the Budget from \$6,449,246 to \$6,931,480 in revenue for Property Taxes.
2. Personnel: Cashmere Valley Bank Revolving and Advanced Travel Accounts need personnel changes to authorized signers/users with the retirement of Fire Chief Dave Baker, Executive Assistant Suanne Robbins, and Administrative Assistant Kris Felty. The Board approved the removal of Baker, Robbins, and Felty from approved authorized signers. All Commissioners approved the addition of Fire Chief Brian Brett and Administrative Assistant Tara Whaley as authorized signers/users to the Revolving and Advanced Travel Accounts with CVB.
3. Wildland Wage & Equipment rates for 2021: The Board adopted the revised Washington State Wage and Equipment Rate Guide for 2021 presented by the DNR and the Washington Fire Chiefs.
4. Audit Results and Data Sharing Agreement – Secretary Woods reviewed the results of the 2018-2019 Accountability Audit and 2018-2019 Financial Statement Audit Report with the Board. Reports have been posted on our website.  
**Commissioner Johnson moved to approve the state auditors Data Sharing Agreement. The motion was seconded by Commissioner McBride. Motion unanimously passed.**
5. Commissioner McBride presented to the Board his letter of resignation effective July 31, 2021. Secretary Woods was tasked with advertising and posting request for candidates to fill vacancy.

**PAYROLL & VOUCHERS**

June Expenses were submitted as follows:

**General Expense Fund:**

- Claims totaled \$137,663.23 for Voucher Nos.210603001 through 210603063 & 210604001.
- Payroll totaled \$288,297.58. The following payroll changes were approved:
  - Start date 7/01/2021 New Hire James Jahr
  - Extend Temporary Firefighter position for Tyler Bertram through 8/31

**MINUTES**  
**JULY 13, 2021**  
**PAGE 4**

- FF Joshua Barnes transfer to Acting Captain on B-shift till Fall promotions
- Transfer from 10-hr days to 24-hr shift - BC Phillips and FF Jahr 7/16/2021

**Special Projects Fund:**

- Claims totaled \$668,659.54 for Voucher Nos. 210602001 through 210602007.

**Bond LTGO Debt Services Fund:**

- Claims totaled \$156,000.00 for LTGO Bond Interest payment

Commissioner McBride left meeting to respond to the Wildland Fire at 19:27

**Commissioner Johnson moved to approve June payroll and vouchers in the amount of \$1,250,620.35. The motion was seconded by Commissioner Fennell. Motion passed.**

**Closed Session for Contract negotiations tabled due to fire.**

**GOOD OF THE ORDER**

1. Chairman Fennell met with Commissioner Johnson on June 29 to celebrate birthday. No District business was discussed.
2. Chief Brett and Commissioner Fennell attended a fundraiser for DCFD2 volunteers at the Wenatchee Golf and Country Club raising \$400.

**Commissioner Johnson moved to adjourn at 7:49 p.m. The motion was seconded by Commissioner Fennell. Motion passed.**