

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

February 10, 2022
East Wenatchee, WA

The regular meeting was called to order at 2:05 p.m. by Chairman Dave Fennell, with Commissioners Dan Johnson, Commissioner Ettore Castellente, and Chief Brian Brett in attendance.

District personnel: District Secretary Terri Woods present with Assistant Chief Kurt Blanchard joining the meeting at 2:45 p.m.

ADDITIONS/DELETIONS TO THE AGENDA

No Changes

APPROVAL OF MINUTES

- **Commissioner Johnson moved to approve the Minutes of January 13, 2022 with the addition of mention of an excused absence for Chairman Fennell. The motion was seconded by Commissioner Castellente. All in favor.**

FINANCIAL REPORT (January 2022)

- Treasurer's Report-Fund Totals indicated a balance of \$ 9,587,851.60
- Receipt Register indicated receipts totaling \$ 149,776.10
- Budget Position Report reviewed and discussed. Chief Brett informed the Board of Administrative Leave provided due to CDC guidelines for Covid exposure.

CORRESPONDENCE

- Chief Brett discussed with the Board new interlocal agreements with the cooperative Sourcewell as well as Chelan/Douglas Health District and the annual review with the Bureau of Land Management.

STAFF REPORT

Operations:

- Chief Brett delivered the volunteer report from Division Chief Ron Roy in his absence. Chief Roy had an in-depth conversation on the decrease of volunteer firefighters with a New York Times freelance writer. Continued with communications on Firefighter mental health and cancer in the fire service. Also discussed a zoom meeting with interagency partners on Climate Change and its impact with the Fire Service and fighting fire. Washington lawmakers are proposing to increase penalties for thieves convicted of stealing from local fire stations as west side counties are being targeted recently. Banquet scheduled for February 11th.
- Reminder that Covid exposures for volunteers need to be recorded and reported to the BVFF as a precaution as the window for coverage is 90 days for reporting to qualify for benefits.
- Chief Brett and staff attended ARFF meeting at Pangborn. Monthly Training for May includes Live Fire Training with prop. Reminder that ILA includes airport provided specialized training.

STAFF REPORT – continued

- Fire Marshal Kurt Blanchard reported that we are the #1 installer of smoke detectors in the state according to Hannah with the Red Cross. Expansion to include Wenatchee and Rock Island with the “Sound the Alarm” program. Hydrant Storz have been installed for 2021 with more to order in 2022. ISpy Fire is working on incorporating Pre-Fire data to improve on response. Congratulations to our own Captain White added to the area’s 6 certified IA Arson Investigation Officers. Offered this fall locally - Evidence Collection Technician Certification. Douglas County has evidence storage facilities. Chief Blanchard left the meeting at 3pm

UNFINISHED BUSINESS

1. Consolidation of Services /RFA:
 - Chief Brett reported that the Chelan County Commissioners are currently discussing and reviewing RFA possibilities including timelines and budgets. Additional budget docs will be built for the March Meetings for both districts. Legislative change from a few years ago add more options for establishing the RFA effective date. Rebranding costs will be included in the budgets. Further Discussion by our Board on possibilities of multiple outcomes concluding that it will ultimately be up to the voters on the final outcome.
 - **Commissioner Castellente made a motion to send a letter to the Chelan County Fire District 1 Board of Commissioners to initiate conversation of forming a RFA by forming a regional fire protection service authority planning committee. Commissioner Johnson seconded with all in favor.**
2. Facilities:
 - Chief Brett reported the emergency need to repair a leaking roof at Station 4 due to ice damming.
 - Discussion on Station 3 and progress with the new station build. Chief Brett will look into the bay heights to avoid possible issues with apparatus.
 - Chief Brett reported that there is something wrong with the soil at Station 1, possible water main leakage testing in progress. Potential solutions include removing hose tower as a safety measure with plans to rebuild to restore gym area. District will review Request for Proposal steps for the project and report back to the Board as the current budget can cover costs for the tear down and rebuild as well as the soil and water leak analysis.
3. Personnel –
 - Pinning of new personnel discussed.
 - **Commissioner Castellente moved to adopt the 2021 Performance Standard Report. Commissioner Johnson seconded with all in favor.**
 - Captain Mike Soltwisch has announced his retirement as of March 31, 2022
4. Apparatus –
 - The city of Caldwell Idaho has made an offer on the ladder truck for 1.2 million. Legal will be contacted for finder fee possibilities as personal time and resources were recognized in two individuals to help alleviate the issue to the District of weight limitations on the ladder truck.

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NEW BUSINESS

1. CWPP:

Douglas County's CWPP expired in 2018. Estimated cost to redevelop runs \$25,000 to \$30,000. Conversation District is willing to contribute up to \$2,000. Discussion by Board on getting other possible stakeholders in the County involved to reestablish. **Commissioner Castellente made a motion to contribute up to \$5,000 for development. Chairman Fennell seconded with all in favor.**

2. Banquet:

The Board discussed the tradition of the awards banquet and past payment practices.

3. Electronic Transactions & Signatures:

The Board discussed the current need to update paperwork processes requiring wet signatures to reflect technological and organization change. **Commissioner Castellente motioned to adopt Resolution No. 02-10-2022 including Exhibit A. Chairman Fennell seconded with all in favor.**

PAYROLL & VOUCHERS

Expenses were submitted as follows:

General Expense Fund:

- Claims totaled \$275,162.45 Voucher Nos.220103001-220103041 & 220104001-220104022
- Payroll totaled \$432,448.67 with two draws runs for software errors

Special Projects Fund:

- Claims totaled \$35,438.60 for Voucher Nos. 220102001, 220102002, 220105001 and 220105002

Commissioner Castellente moved to approve January payroll and vouchers in the amount of \$743,049.72 The motion was seconded by Commissioner Johnson. All in favor.

GOOD OF THE ORDER

Chief Brett and Chief McBride attended the Chelan Douglas Association meeting.

Commissioner Johnson moved to adjourn at 4:39 p.m. The motion was seconded by Chairman Fennell. All in favor.