

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

September 8, 2022
East Wenatchee, WA

The regular meeting was called to order at 2:01 p.m. by Chairman Dave Fennell, with Commissioners Dan Johnson and Ettore Castellente present. Chief Brian Brett also in attendance. Personnel in attendance Deputy Chief Ron Roy and District Secretary Terri Woods.

ADDITIONS/DELETIONS TO THE AGENDA

- Meet with Quentin Sutter via phone moved up following Additions/Deletions to agenda
- RCW 42.30.1110.1 (g) Performance of a public employee added to agenda
- New Business – Resolution #09-08-2022 added to agenda

UNFINISHED BUSINESS:

1. Facilities:

The Board discussed with Quentin Sutter his request regarding contract modifications as well as a synopsis of Sta3 progress and Sta4 history. Mr. Sutter will send original contract with an Addendum for final approval.

PUBLIC COMMENT

- N/A

APPROVAL OF MINUTES

- **Commissioner Johnson moved to approve the Minutes of August 11th, 2022 as presented. Unanimously passed.**

FINANCIAL REPORT (August 2022)

- Treasurer's Report-Fund Totals indicated a balance of \$8,412,004.59
- Receipt Register indicated receipts of \$218,842.01
- Budget Position Report reflected account activities in all funds.

PAYROLL & VOUCHERS

August Expenses were submitted as follows:

General Expense Fund:

- Claims totaled \$801,213.79
- Payroll for September and August was processed by Douglas County and all claims up to September 30, 2022 .

Special Projects Fund:

- Claims totaled \$259,289.84

Commissioner Castellente moved to approve August's payroll, draws and vouchers in the amount of \$1,060,503.63. The motion was seconded by Commissioner Johnson. Motion passed.

MINUTES
SEPT 8, 2022
PAGE 2

CORRESPONDENCE

- Chief Brett reported on the numerous 'Thank you's' received from the community in cards for our firefighters on both sides of the river going above and beyond in their incident response.

STAFF REPORT

- Operations:
 - Chief Roy reported on the ongoing progress of the blending of the two Volunteer Associations. Time consuming at the best with changes to the bylaws, rules, and policies among everything else. Approval of almost all documents to move forward to a single new organization is near. RFA policies will be ongoing thru the process.
 - The new Volunteer Division Chief will be announced next month with current Division Chief Ron Roy retiring. Volunteer Association's largest volunteer meeting last Tuesday in recent history reported by Chief Roy. Recruitment campaign ongoing with hopes of great results.
 - Chief Brett reported on the current structure fires.
 - Reports on upcoming recruit academy.
 - Stop the Bleeding with some active shooters training was a great success with both departments.

UNFINISHED BUSINESS

1. Facilities:

Sta4

- Chief Lindemann is working on the possibility to hook into the Irrigation District at Sta4.

Sta3

- Sta3 road improvements discussed by the Board. Further discussion with the Mayor may be needed.
- No current pay application submitted at time of meeting by HBHansen.
- Sta3's magnetic field issue discussed with Mr. Sutter and the Board. Chief Brett will investigate past information and advise the Board at the October meeting.
- Firewise Landscaping was designed by WSU master gardener, staff to look into the possibility to revise landscaping at Sta3.

Sta2

- Work has begun at Sta2 for the insurance claim to repair modular from leaking water tank damage.

Sta1

- Sta1 – waiting for report on tower.

2. Personnel:

- Chief Brett reported that the volunteer policy is in progress.
- The Board advised Chief Brett to stay neutral with candidate endorsement requests.
- Staff will investigate previous payment for the Provident Group Accident & Health insurance for the volunteers on duty.

**MINUTES
SEPT 8, 2022
PAGE 3**

UNFINISHED BUSINESS – continued

2. Personnel:
 - Chief Roy discussed volunteer incentives that are currently being worked on including the LOSAP and ARFF programs.
3. Apparatus:
 - Job opening for Fleet Mechanic posted, closing Oct 7th. FF O’Connell will continue to service out of Station 1. One of the CCFD1 mechanics to transition to shift with 2 fleet mechanics in Malaga.
4. Consolidation of Services /RFA
 - RFA consolidation ongoing with IT issues still being worked out. RFA meetings scheduled for 21st, 28th, and 30th of September.
 - Ending assets and liabilities including ending cash balances will be recorded with both districts for move to RFA on September 30th.

NEW BUSINESS

1. After discussion by the Board, **Commissioner Castellente moved to approve the transferring of assets Res# 09-08-2022, seconded by Commissioner Johnson with all in favor.**
2. **The Board all concurred to allow Chief Brett to accept Mr. Sutter’s amendment when ready. He is requesting additional time and materials with a \$5,000 cap if over revisit for another \$5,000. Mr. Sutter will redraw amendment to mimic Sta4 to Sta3. The Board took into consideration the change as it was beyond our control with Rock Island’s city requests for ground improvements, all in favor.**


Chairman Fennell closed the meeting at 3:50 p.m. for thirty-minutes as allowed under RCW 42.30.1110.1 (g) To review the performance of a public employee. The open meeting reconvened at 4:20 p.m.


GOOD OF THE ORDER/PUBLIC COMMENTS

N/A from the public.

Chairman Fennell called a special meeting for Wednesday September 14th at 2:00 p.m. Staff will post.

Commissioner Johnson moved to adjourn at 4:22p.m. The motion was seconded by Commissioner Castellente. Motion passed.

ATTEST: 
Terri Woods, District Secretary

APPROVED: 
Dave Fennell, Chairman

