



Clark County Fire & Rescue Board of Fire Commissioners Meeting Minutes

May 9, 2019

Present: Commissioners Stan Chunn, Larry Bartel, Bob Johnson, Dave Lester, David Town, Ken Ayers. Chief John Nohr. Division Chiefs Dan Yager, Ben Peeler and Mike Jackson. Recording Secretary Kathy Streissguth.

Meeting called to order by Commissioner Chunn at 4:00 p.m.

CALL FOR LATE AGENDA ADDITIONS

None.

CONSENT AGENDA

Motion by Commissioner Johnson to approve the consent agenda as presented. Second Commissioner Bartel. No discussion. Motion passed unanimously.

COMMUNICATIONS

Letter from Cowlitz 2 Fire & Rescue Chief Dave LaFave in thanks for the service coverage provided during the DeRosier memorial service held on April 24. Email from Amy McKenna at Ridgefield High School thanking Chief Nohr and DVC Peeler for their participation on career day. Captain Berg forwarded a thank you email from the Columbia River Yacht Club for the fire boat's participation in their Opening Day event. Note and "fire food" gift basket from the Frontier Girls thanking the district for use of the meeting room. Another email from Captain Berg regarding the latest arson fire in La Center.

CITIZEN COMMENTS

None.

STANDING COMMITTEES

Clark County Risk Management Group

No meeting. No report.

Fairgrounds Fire Facility Board

Commissioner Johnson summarized the May 8 meeting. No facility issues and the finances are in good shape.

Finance Committee

Commissioner Town advised the committee met earlier in the day to review the 2018 SAO Annual Report to be submitted and a 2019 budget amendment proposal prepared by staff. There was approximately \$600K in additional resources that was allocated. He advised that the majority of these funds were one time sources. He summarized the changes incorporated into the proposed amendment. Most is set aside in the capital and reserve funds. The committee recommended adoption of the amendment as prepared.

Commissioner Updates

Commissioner Bartel advised he attended an annual joint meeting of elected officials from the City of Ridgefield, the Port of Ridgefield, and the Ridgefield

School District. He suggested that CCF&R should participate in future meetings if invited by the group. Representatives are very active and effective in their communications with our legislators, which frequently are face to face visits. Discussion. Motion by Commissioner Bartel to join the group when invited. Second Commissioner Ayers. Discussion held on whether to include the full Board or designated representatives. Commissioner Chunn recommended assigning two. Commissioner Bartel asked to withdraw his motion. Second Ayers. Motion by Commissioner Bartel to send representatives to the joint annual meeting of the Ridgefield area elected officials when invited. Second Ayers. No further discussion. Motion passed. Representatives will be appointed prior to the next meeting.

Commissioner Bartel also advised that the group is looking into a joint maintenance facility. We will look into how we might participate in this venture.

Commissioner Chunn shared his thoughts on the success of the Marine Program Donor Recognition Event held in April. He also thanked the Cowlitz Tribe for their donation of food for the event.

STAFF REPORTS

Admin Services

DVC Yager summarized the April Administrative Services report. He shared that the employee hearing testing will occur on May 15 from 1-9pm on May 15. There is no cost to the employee, the district is splitting the cost with the City of Woodland. He is expecting the time signup paperwork to come from the city shortly.

Operations

DVC Peeler summarized the April Operations report. Recapped significant calls. We went live with the ESO reporting software on May 1. The current report includes data on the workforce retirement eligibility projections discussed at the April 25 meeting. Designated officers are developing IAPs for the summer events in each city. Guidelines and completion timeline have been formalized.

Community Risk Reduction

DVC Jackson summarized the April Community Risk Reduction Report. Updates on projects in process by city. Commissioner Bartel asked if we are doing inspections on the Cowlitz Tribe projects. DVC Jackson advised there is some minor review at this time and we are working out the details on a more specific agreement. We will likely be more involved future. A county wide fire marshal group is under development. DVC Jackson is working on development of a fire investigation program for January 2020. Noted that he provided CPR during one of the Woodland City Council meetings in April.

District Secretary/Chief

Chief Nohr summarized the April Chief's report. Significant calls were recapped. Last week he was chaperoning the annual Fire Cadet DC/NYC trip. It was a great experience. He stated that maintenance isn't glamorous or fun, but needs to be done. Wanted to share that DVC Yager does a great job staying on top of it. Shared information provided by Kathy Streissguth on the status of the AFG and SAFER applications. We shouldn't expect to see any awards or rejection letters until June.

The land purchase from Ridgefield School District is moving along. The title report is complete and the documents should be ready to review and sign soon. The grass has been mowed and we are working on a maintenance plan for after the district assumes possession of the property.

Chief Nohr noted that tomorrow is the first red flag day of the year and it's early. A burn ban has been implemented. Dependent on operational needs we may have additional crews on hand.

Commissioner Bartel asked if there is an update plan as we are in the third year of our Strategic Plan. Chief Nohr advised he plans to solicit participants to meet in the fall in order to update the plan before year end.

NEW STATION 24 - ARCHITECTURAL SERVICES PRESENTATION

Architect Karl Johansson presented his firm's proposal for service fees to develop a new station on the Ridgefield property being acquired. He compared his proposed fees to the State schedule. The proposed costs, though admittedly high due to current projected costs, are much less than the State schedule. Discussion. Chief Nohr advised that he will need direction from the Board no later than the June 13 meeting regarding approval of the contract.

2019 BUDGET AMENDMENT – RESOLUTION NO. 190509-1

As noted in the Finance Committee report, the proposal is recommended for adoption. Commissioner Chunn advised the committee plans to address the need to establish and schedule the funding for the contingency fund in 2019 as outlined in the finance policy. This will happen as part of the fall amendment. Motion by Commissioner Town to adopt Resolution No. 190509-1, a resolution amending the 2019 budget. Second Commissioner Bartel. Discussion followed on the purchase of the staff vehicle, which will be assigned to the Operations Chief and be outfitted like the current BC response unit. The new unit will operate as the backup BC unit when that vehicle is out of service. DVC Peeler's current vehicle will be assigned to Fire Marshal Josh Taylor for inspections. No further discussion. Motion passed unanimously.

HAYES ROAD – SURPLUS PROPERTY RESOLUTION NO. 190509-2

Resolution was prepared per direction at the April 25 meeting and has been reviewed by legal counsel. Motion by Commissioner Ayers to adopt Resolution No. 190509-2, a resolution declaring the real property located on Hayes Road surplus to the needs of the District. Second Commissioner Lester. Commissioner Chunn pointed out it is a good time to surplus the property while values are high. No further discussion. Motion passed unanimously.

EXECUTIVE SESSION

Moved to executive session at 5:10 to consider the minimum price at which the Hayes Road property will be offered for sale. Anticipated length of session 10 minutes. No action anticipated. Meeting resumed at 5:20 p.m.

OLD BUSINESS

None.

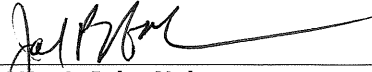
CITIZEN COMMENTS

None.

LATE EDITIONS TO THE AGENDA

None.

No further discussion. Meeting adjourned at 5:20 p.m.

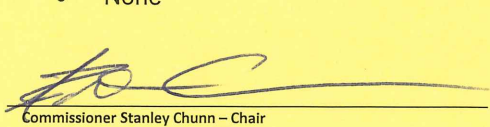


Attest, John Nohr
Fire Chief/District Secretary

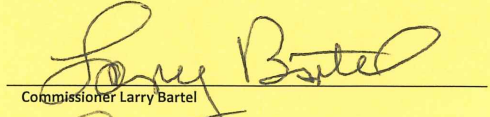


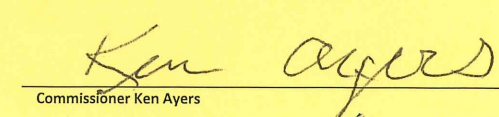
CLARK COUNTY FIRE & RESCUE CONSENT AGENDA May 9, 2019

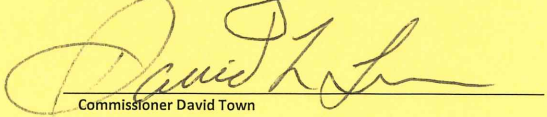
1. Minutes – March 14 General Meeting
2. Pre-paid Invoices
 - \$ 164,630.00 (April Payroll Taxes)
 - i. Check Nos. 6466 – 647
 - \$ 70,694.20 (April DRS)
 - i. Check No. 6476
3. Current Invoices
 - \$ 42,637.82 (CCFR)
 - i. Check Nos. 19306 – 19342
 - \$ 1,484.42 (FFFB)
 - i. Check Nos. 19343 – 19344
4. Payroll
 - April 1-30 paid April 30
 - i. \$ 498,674.64 Gross
 - ii. \$ 332,710.03 ACH net
 - iii. \$ 2,703.03 Payroll Warrant net
 1. Check Nos. 6450 – 6465
 - iv. \$ 63,067.93 941 Payroll Tax Deposit
 - v. \$ 0.00 Payroll VOIDED
5. Voided/Destroyed Claims/Payroll Warrants
 - None


Commissioner Stanley Chunn – Chair


Commissioner James R Johnson – Vice Chair


Commissioner Larry Bartel


Commissioner Ken Ayers


Commissioner David Town


Commissioner David Lester



Meeting Date

May 9, 2019

Stated purpose of this executive session:

- To consider matters affecting national security.
- To consider the selection of a site or the acquisition of real estate.
- To consider the minimum price at which real estate will be offered for sale or lease.
- To review negotiations on the performance of publicly bid contracts.
- To receive and evaluate complaints or charges brought against a public officer or employee.
- To evaluate the qualifications of an applicant for public employment.
- To review the performance of a public employee.
- To evaluate the qualifications of a candidate for appointment to elective office.
- To discuss with legal counsel representing the agency (present or via telephone conference) matters relating to agency enforcement actions.
- To discuss with legal counsel representing the agency (present or via telephone conference) litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party.
- To discuss collective bargaining negotiation strategies.

Meeting recessed at 17:10 Hrs

Anticipated length of session 10 mins Mins

Announcement of extended session — Hrs

Anticipated extended length of session — Mins

Meeting resumed at 17:20 Hrs

Action anticipated YES NO

Reference RCW Chapter 42.30