



Clark County Fire & Rescue Board of Fire Commissioners Meeting Minutes

December 12, 2019

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

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

CALL FOR LATE AGENDA ADDITIONS

December 26 meeting.

CONSENT AGENDA

Motion by Commissioner Johnson to approve the consent agenda as presented. Second Commissioner Town. Chief Nohr provided background on several large expenditures. No further discussion. Motion passed unanimously.

COMMUNICATIONS

Congratulations to Keith and Ashley Graham on the arrival of their new baby. Thank you email from the Port of Ridgefield for the District's support in the successful acquisition of a CERB grant for their broadband project. Report from Captain Josh Brooks on a successful second annual Woodland coat drive. Thank you email from ilani for delivering Mr. & Mrs. Claus to the Annual Tree Lighting. Notice from WFCA regarding the Region VIII representative vacancy due to the retirement of Commissioner Dean Bloemke (Clark 6).

CITIZEN COMMENTS

None.

STANDING COMMITTEES

Clark County Risk Management Group

No meeting. No report.

Fairgrounds Fire Facility Board

No meeting. No report.

Finance Committee

No meeting. No report.

Commissioner Updates

Commissioner Chunn advised that Commissioner Bartel will be arriving late to the meeting and is excused if he isn't able to make it on time. He noted that this is Commissioner Lester's last meeting in office and thanked him for all his years of service. Commissioner Lester shared that it has been a pleasure working with everyone.

STAFF REPORTS

Admin Services

DVC Yager summarized the November report.

Community Risk Reduction

DVC Jackson summarized the November report.

Operations

Written November report provided to the Board. DVC Peeler is attending Firefighter Walker's recruit academy graduation ceremony.

District Secretary/Chief

November report summarized by Chief Nohr. Reported that Rosauer's opened on December 7. He and the Division Chiefs attended the pre-opening event on Friday, December 6. Ridgefield schools will be running a bond levy in February 2020. Thank you to Airen Elizabeth for teaching CPR to several RHS health care services students. Chief Nohr was recently interviewed and featured in an ambulance response news article.

STRATEGIC PLAN UPDATE

Chief Nohr reported that the final draft was emailed to the Board. Noted the vision statement has been updated to better reflect community participation. This plan is slightly smaller than the last with three (3) major areas, twelve (12) goals, and fifty-five (55) action items. Staff is working to compile the plan into a booklet for distribution. Commissioner Chunn thanked the members and citizens who participated in the process.

STAFF REPORT – EQUIPMENT FINANCING

Chief Nohr summarized the report and options available. Discussed the equipment recommended for purchase and the funding necessary. A 10 year financing period is recommended; Chief Nohr advised the payments are manageable. There is no early payment penalty and the bond could potentially be paid off with future voted debt funds. Motion by Commissioner Lester to authorize a bond with Cashmere Valley Bank. Second Commissioner Johnson. Discussion. Commissioner Town suggested borrowing the additional funds up to \$1.7M to get the needed equipment listed. Also asked about negotiating terms. Discussion. Motion withdrawn. The Board direction to Chief Nohr to enter into negotiations with Cashmere Valley Bank to secure a bond for \$1.7M to purchase a new fire engine, squad, BC rig, SCBA equipment, and several other pieces of emergency response equipment that need replacement. Chief Nohr advised that it may take up to a year for the engine. The SCBA equipment is approximately 45 days. Delivery time on the other items will vary.

Commissioner Bartel arrived at 4:54 p.m.

SALE OF SURPLUS REAL PROPERTY

No bids were received on the Hayes Road property. Ridgefield Station 24 will be sold sometime after the first of the year. DVC Yager summarized a sale of property staff report he prepared and recommended using a real estate agent to sell both Hayes Road and Station 24. He recommended using Scott Combs. Discussion.

Motion by Commissioner Ayers to list both properties with Scott Combs. Second Commissioner Town. Discussion on negotiating the contract term and fees. Motion withdrawn. Board direction to Chief Nohr to negotiate with and recommend a real estate agent and contract proposal pending Board approval. The recommended contract is to be brought before the Board at the January 9, 2020 meeting for review and approval.

COMMISSIONER COMPENSATION POLICY NO. 511.11.01

A draft revision of the policy was distributed to the Board for review. Reinstates the language that activities outside of those authorized shall be pre-approved by the Board or tentatively by the Chair and approved by the Board at the next meeting if occurring with short notice. Discussion. Motion by Commissioner Bartel to approve the change to the policy. Second Commissioner Johnson. No further discussion. Motion passed unanimously.

OLD BUSINESS

Chief Nohr and DVC Yager attended a Ridgefield Council meeting to advise them of the pending closure of Station 24. A public meeting is scheduled on December 17 at 6:30 p.m. to answer any questions about the closure. The meeting will be held at Station 21. They have met with the architect and provided draft renditions of the new Station 24. Looking at a 4-bay station with a glassed in viewing area for the old Ridgefield parade engine.

Chief Nohr advised that the SWACH community medicine grant is for \$200,000 per year for two years. He plans to accept the grant and move forward with developing a program.

The neighborhood association next to the Hillhurst Road property plans to deed the section of land on our side of the fence to the District. It is currently green space and they would prefer to not have to take care of it. Their only request is to plant screening foliage to block any potential development on that side of the property. They have asked to meet in January to discuss. DVC Yager advised he had contacted legal counsel. It should be a simple deed transfer.

LATE EDITIONS TO THE AGENDA

Due to lack of business and the proximity to the Christmas holiday, the December 26 meeting is cancelled.


CITIZEN COMMENTS

None.

EXECUTIVE SESSION

None.

No further discussion. Meeting adjourned at 5:13 p.m.



Attest, John Nohr
Fire Chief/District Secretary



CLARK COUNTY FIRE & RESCUE CONSENT AGENDA December 12, 2019

1. Minutes – November 14 General Meeting
2. Pre-paid Invoices
 - \$ 233,708.21 (Nov Payroll Benefits & DRS)
 - i. Check Nos. 19772 – 19792
 - \$ 34,497.09 (CCFR)
 - i. Check Nos. 19772 – 19792 paid November 24
 - \$ 1,120.92 (FFFB)
 - i. Check No. 19793 paid November 24
3. Current Invoices
 - \$ 64,427.18 (CCFR)
 - i. Check Nos. 19795 – 19832
 - \$ 810.20 (FFFB)
 - i. Check No. 19794
4. Approved Commissioner Stipends Paid November 27


For the Period October 16 thru November 15						
Name	Regular Meeting	Committee Meeting	Assn Meeting	Educ	Other	Total
Ayers	1		4			5
Bartel	1		3			4
Chunn	1		4			5
Johnson	1	1	4			6
Lester	1					1
Town	1					1

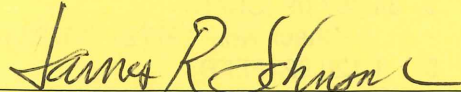
5. Fund Transfer/Debt Service
 - \$ 23,331.19 (FFFB 6254 – Dec19 St151 County Loan Cost Share – December 1)
 - \$ 666.25 (FFFB 6254 – Dec19 Land Lease – November 30)
 - \$ 9,332.48 (CCFR FT 6228 to 6254 – FFFB Loan Cost Share)
 - \$ 266.50 (CCFR FT 6228 to 6254 – FFFB Land Lease Cost Share)
 - \$ 3,500.00 (CCFR FT 6228 to 6254 – Q3-19 FFFB Operations – October 1)
 - \$ 276,406.25 (CCFR FT 6228 to 6220 – Debt Service – November 30)
 - \$ 276,406.25 (CCFR 6220 – Dec19 2013-SEP01 Debt Service – December 1)
 - \$ 308,250.00 (CCFR 6222 – Dec19 2005R Debt Service – December 1)
 - \$ 126.23 (CCFR FT 6222 to 6228 – Reimb Fiscal Agent Fee – November 25)
 - \$ 238,000.00 (CCFR FT 6228 to 6228-1 – Equipment Fund – October 1)
 - \$ 20,000.00 (CCFR FT 6228 to 6228-3 – Donation Fund – October 1)
 - \$ 70,000.00 (CCFR FT 6228 to 6228-4 – Leave Fund – October 1)
 - \$ 50,000.00 (CCFR FT 6228 to 6228-5 – Contingency Fund – October 1)
6. Payroll
 - November 1 – 30 paid November 27
 - i. \$ 490,795.74 Gross
 - ii. \$ 329,514.19 ACH net
 - iii. \$ 414.25 Payroll Warrant net
 1. Check No. 6586
 - iv. \$ 0.00 Payroll VOIDED
 - v. \$ 61,814.68 941 Tax Deposit (paid December 2)
7. November Use Tax payable December 26
 - \$ 105.19 (CCFR)

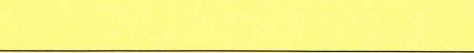


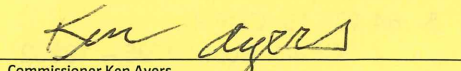
**CLARK COUNTY FIRE & RESCUE
CONSENT AGENDA
December 12, 2019**

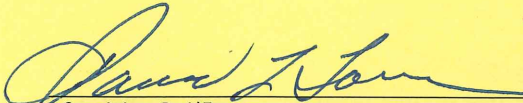
8. Voided/Destroyed Claims/Payroll Warrants
- None

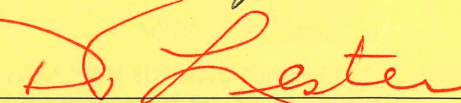

Commissioner Stanley Chunn – Chair


Commissioner James R Johnson – Vice Chair


Commissioner Larry Bartel


Commissioner Ken Ayers


Commissioner David Town


Commissioner David Lester

Staff Report



To: Chief Nohr, Board of Fire Commissioners

From: Division Chief Dan Yager

Date: December 12, 2019

Re: Apparatus/Equipment Financing Options

Following the direction of Chief Nohr and the Board, we researched several financing options.

- LOCAL Program
- General Obligation Bond – Traditional Bond Sale
- Lease-Purchase Contract(s)
- General Obligation Bond – Bank Loan

Referencing the schedule compiled by DVC Yager, we are looking at borrowing approximately \$1.5 million for the purchase of equipment and one fire engine.

LOCAL Program

Complicated application and long process timeline. The equipment application cutoff was November 13 for distribution of funds in February 2020. The next deadline looks to be early April with fund distributions in June. The 10-year interest rate reported as of January 23, 2019 was 2.38%, which is quite favorable, but the timelines do not mesh well with our schedule. There is also not a waiver of any remaining interest due for early payment. The contract amount must be paid in full.

GO Bond – Traditional Bond Sale

Not a cost effective method for the amount we are looking to borrow. We might be hard pressed to find investors for this small of a bond issue. Also, any interest premiums we might gain would be offset by the additional costs required for this type of debt issue such as a Standard & Poors bond re-rating and financial advisor, underwriting, and fiscal agent fees.

Lease-Purchase Contract(s)

Upon review of the lease purchase schedule provided Pierce Manufacturing, using this option will cost the District an approximately 22% in interest. The recommend lessor for SCBA equipment is Community Leasing Partners (CLP). Their rate is about 25%. While lease-purchase agreements do not factor into the District's debt limitations and are relatively easy to set up, they are generally far more expensive than traditional lending options. Debt capacity is not an issue at this time as the District has very little outstanding debt. This purchase method is not recommended unless there are no other options available or where the amount is small, such as our copier or the phone system.

GO Bond – Bank Loan

We requested banking references from the Clark County Treasurer and Fire District 13, which just recently secured lending for a new fire engine. FD13 is borrowing from KS Bank in North Carolina at a rate of 3%. Deputy Treasurer Sara Lowe recommended contacting Cashmere Valley Bank (CVB) and Washington Federal (WF). Kathy spoke with representatives from both banks. CVB put together a comprehensive proposal outlining the process and terms with multiple pay schedule options. The preliminary projected rate on a 10 year bond is 2.4-2.6%. The gentleman from WF provided some rough numbers over the phone, which appear to be quite a bit more than CVB. He emphasized that while they are not generally the lowest

rate in town, they focus on relationships and being a full service provider. He expressed some concern about the District rate being near the \$1.50 cap, which shouldn't have been an issue. Both banks advised the bond may be prepaid in whole or part at any time without penalty.

Recommendation

Staff recommendation is to enter into negotiations with Cashmere Valley Bank to secure an LTGO bond in an amount up to \$1.5 million for the purpose of purchasing needed operational equipment and a fire engine. Once notified of approval to move forward, it will take approximately one week for CVB to complete the credit review process. Prior to closing we will need to adopt an authorizing resolution, bond execution, bond purchase agreement and a valid legal opinion from bond counsel. Brian Snure has recommended K&L Gates LLP for the bond counsel work. They provide services to a number of agencies in the State and CVB has worked with them many times in the past. Documents may be completed at the first meeting in January 2020.