



Clark County Fire & Rescue Board of Fire Commissioners Meeting Minutes 911 N 65th Avenue, Ridgefield

March 12, 2020

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

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

CALL FOR LATE AGENDA ADDITIONS

COVID-19 update.

CONSENT AGENDA

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

COMMUNICATIONS

Email from Amy McKenna at Ridgefield High School thanking Chief Nohr for participating in the senior project assessments. Email from Station 21 Captain Brooks on the great work performed by the crews in cleaning up the landscaping at the station. WFCOA Legislative report on the passage of ESSB 5829 regarding volunteer pension enhancements. Also approved was authorization for early deployment for State mobilizations.

CITIZEN COMMENTS

None.

STANDING COMMITTEES

Clark County Risk Management Group

No meeting. No report.

Fairgrounds Fire Facility Board

Commissioner Johnson summarized the March 11 meeting. No facility issues at this time. The joint Board meeting with FD6 has been postponed to June. CCSO requested support in closing the meeting room to the public. The FFFB concurred based on decisions made by FD6 and the City of Vancouver.

Finance Committee

No meeting. No report.

Commissioner Updates

Commissioner Bartel shared that the SW Fire Commissioner's Association has not met in several years. Kathy Streissguth alerted him that there is still money in the group's account and something should be done with it. Scheduled a meeting on April 23 to determine the future of the SWFCA and what to do with the remaining funds. Commissioner Johnson is planning to attend the next Countywide Chaplaincy meeting in April.

STAFF REPORTS

Admin Services

DVC Yager summarized the February Admin Services report. Noted the increase in staff workload due to the new L&I prevailing wage documentation requirements. The Hayes Road sale closed on Monday and the payment is pending. The Station 24 sale is still in process. The buyers have been granted a 30 day extension – they have about 3 more weeks to confirm they wish to move forward with the sale. They will then have 30 days to close.

Operations

DVC Peeler summarized the February Operations report. Procedures are under review and will be updated for COVID-19 responses. The protocols are similar to the regular flu. The 3 new hires went on the line last week and will be acting as the 3rd on the engine. They will be released to perform as the 2nd ASAP. Training BC Berg commended on his management of the academy. Captain Frahler and FF Cushwa praised for their work on the pump operator academy.

Held captain promotional testing on March 2 and 3. Final results are to be certified by HR. No one failed the test; all participants should make the list. There will be a swearing in ceremony following the meeting for newly promoted BC Berg and new hire FF Tarabochia.

Community Risk Reduction

DVC Jackson summarized the February CRR report. Reviewed the current projects in process. DFM Josh Taylor attended a code enforcement at the National Fire Academy the week of February 24. Tom Cook continues to install smoke alarms and provide fire extinguisher training. He recently assisted a Woodland citizen with hearing issues install a custom smoke alarm. Noted that Josh Taylor recently achieved the certifications and training required for Deputy Fire Marshal and will also be sworn in following the meeting.

District Secretary/Chief

Reported that the four Chiefs were able to take a tour of Fire District 6's new Station 63. Attended the Ridgefield State of the City address with DVC Peeler last Thursday. Mayor Stose provided CCF&R stats and information about the new station. He also shared his personal experiences with district personnel where they responded to a medical emergency during a city meeting. The crew's performance was much appreciated. Discussed the awards social and thanked Commissioner Bartel for his work in obtaining door prize donations.

Three candidates were interviewed earlier today for the social worker position. Chief Nohr will contact the top candidate and make an offer.

COWLITZ TRIBE CONTRACT

Phil Harju was unable to make the meeting, but wanted to thank the district for a great relationship. The 2020 contract payment has been made. They are planning to get cost updates for the garage improvement. Planning to meet with us in August to discuss. The Tribe's RFP for the grant engine closed on March 10. DVC

Peeler will advise them of our recommendation to select one of the two respondents after the proposals have been reviewed.

Commissioner Johnson asked about the hotel, which is the next phase after the parking garage. Chief Nohr advised he has been in discussion with the Tribe about utilizing CCF&R for plans review and inspections as opposed to hiring out the work. Discussion.

SURPLUS ASSETS – RESOLUTION NO. 200312-1

DVC Yager discussed the items proposed for surplus. Shop19 ('99 Suburban), an '07 Polaris, and a StairMaster trainer. The Suburban has mechanical issues and will be used for extrication training. Operations has determined they do not have a need for a second UTV. The City of Ridgefield has expressed interest in the unit. This was one of the units acquired from BPA several years ago. The stair machine is beyond repair.

Motion by Commissioner Bartel to adopt Resolution No. 200312-1, a resolution placing certain equipment into surplus for appropriate disposition. Second Commissioner Ayers. No further discussion. Motion pass unanimously.

CITY OF WOODLAND ANNEXATION – RESOLUTION NO. 200312-2

The City of Woodland voted 6 to 0 to request to annex to the District. Their resolution authorized a reduction of the city levy by the district's levy. Commissioner Johnson asked if Cowlitz County will charge a fee to collect the tax levy. Staff will investigate.

Chief Nohr advised that a name change will be required for a multi-County agency. CCF&R would be renamed the next available fire district number in the larger county. Will need to find out exactly what available means – not in use or not used before. The proposed resolution has been reviewed and approved by counsel. Planning to place the proposal on the August Primary ballot. Chief Nohr advised a timeline will be developed next week.

Motion by Commissioner Ayers to adopt Resolution No. 200312-2, a resolution concurring with the City of Woodland's request to annex and to place an annexation proposal on the August Primary ballot. Second Commissioner Town. Discussion. Each jurisdiction will pay its own election costs. Commissioner Bartel advised The Reflector reported that CCF&R will get the station and the city will continue to pay loan. He asked how the fire impact fees collected by the city will be used. He also asked if there will be a cost to CCF&R for assets transferred from the city. DVC Jackson advised that the city has no interest in retaining ownership of the station. After further discussion, the land may be in question as the station sits on the same parcel as the police station. General agreement that there are several details to be worked out. No further discussion. Motion passed unanimously.

OLD BUSINESS

None.

LATE EDITIONS TO THE AGENDA

Chief Nohr provided an update on the district's COVID-19 activities. Noted the schools are closed. Public meetings scheduled at the stations have been cancelled.

Station and apparatus tours have been cancelled. Responders are authorized to wear commercial grade N95 masks; though they are unavailable. Supplier shelves are bare; though Woodland Auto Supply was able to provide a few boxes. Chief Nohr will be discussing OT with labor should sick or quarantined personnel become an issue. We may also need to look at a modified work schedule.

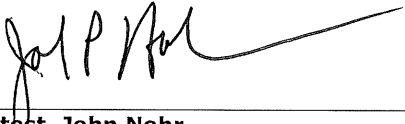
CITIZEN COMMENTS

None.

EXECUTIVE SESSION

None.

No further discussion. Meeting adjourned at 5:00 p.m.



Attest, John Nohr
Fire Chief/District Secretary



CLARK COUNTY FIRE & RESCUE CONSENT AGENDA March 12, 2020

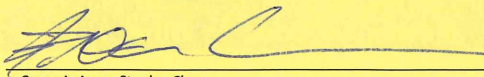
1. Minutes
 - February 13 Meeting
 - February 27 Meeting Cancelled
2. Commissioner Stipends paid February 28

Name	For the Period January 16 thru February 15				Educ	Other	Total
	Regular Meeting	Committee Meeting	Assn Meeting				
Ayers	3					3	
Bartel	3					3	
Chunn	3					3	
Johnson	3					3	
Town	3					3	

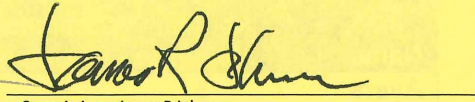
3. Pre-paid Invoices
 - \$ 254,744.80 (CCFR February Payroll Benefits & DRS)
 - i. Check Nos. 6641 – 6653 dated February 27
 - \$ 20,410.58 (Capital Fund 6224)
 - i. EFT No. 333 paid February 28
 - \$ 4,642.32 (FFFB)
 - i. Check Nos. 19996 – 20000 dated February 27
 - \$ 21,536.53 (CCFR)
 - i. Check Nos. 19976 – 19995 dated February 27
 - \$ 1,944.60 (CCFR)
 - i. Check Nos. 20001 – 20004 dated March 4
4. Current Invoices
 - \$ 49,390.71 (CCFR)
 - i. Check Nos. 20009 – 20047
 - \$ 3,698.94 (FFFB)
 - i. Check Nos. 20005 – 20008
5. February Use Tax Paid March 9
 - \$ 244.94 (CCFR)

6. Payroll

- February 1 – 29 paid February 28
 - i. \$ 542,275.80 Gross
 - ii. \$ 355,762.42 ACH net
 - iii. \$ 6,323.86 Payroll Warrant net
 - iv. Check No. 6654
 - v. \$ 0.00 Payroll VOIDED
 - vi. \$ 68,935.54 941 Tax Deposit (paid February 28)




Commissioner Stanley Chunn




Commissioner James R Johnson



Commissioner Larry Bartel



Commissioner Ken Ayers



Commissioner David Town



**CLARK COUNTY FIRE & RESCUE
RESOLUTION NO. 200312-1**

**A RESOLUTION DECLARING CERTAIN DISTRICT PROPERTY SURPLUS TO THE
NEEDS OF THE DEPARTMENT**

WHEREAS, the department currently owns vehicles and equipment that are no longer needed or no longer in working condition; and

WHEREAS, these items are taking up needed storage space and will not be returned to service;

NOW THEREFORE, BE IT RESOLVED by the Clark County Fire & Rescue Board of Commissioners to hereby declare the following list of items surplus to the needs of the District with direction to dispose of said property in the most effective and responsible manner possible.

1999 Chevrolet Suburban (Shop 19) VIN 1GNEK13Z15R191891

2007 Polaris Sport UTV (Shop 37) VIN 4XACL50A37D324130

Stairmaster Stepmill Serial # 20000041020040

ADOPTED by the Clark County Fire & Rescue Board of Commissioners in Ridgefield, Washington, at a regular meeting of said Board on the 12th day of March, 2020, the following Commissioners being present and voting.

Commissioner Stanley Chunn

Commissioner James R Johnson

Commissioner Larry Bittel

Commissioner Ken Ayers

Commissioner David Town

Attest: District Secretary



**A RESOLUTION CONCURRING WITH THE REQUEST OF THE CITY OF
WOODLAND TO ANNEX TO CLARK COUNTY FIRE & RESCUE AND TO CALL A
SPECIAL ELECTION ON THE ANNEXATION**

WHEREAS, Clark County Fire & Rescue (the “District”) and the City of Woodland (the “City”) both have the power, authority and responsibility to provide fire protection services within their respective boundaries; and

WHEREAS, the District and the City have an existing Service Agreement to provide fire and EMS services, the term of which expires December 31, 2043; and

WHEREAS, the District and the City have contiguous boundaries and are authorized by Chapter 52.04 RCW to cause an election to be held in order for the voters of the City and the District to decide whether or not the City should be annexed to and become part of the District; and

WHEREAS, the Woodland City Council passed Ordinance No. 1457 on March 2, 2020 declaring its intent to annex to the District pursuant to RCW 52.04.061; and

WHEREAS, the District desires to concur in the determination of the City Council to annex the City to the District;

NOW THEREFORE, BE IT RESOLVED by the Clark County Fire & Rescue Board of Commissioners as follows:

1. The Board finds that the public interest will best be served by the annexation of the City of Woodland, Washington to Clark County Fire & Rescue. Therefore, the Board concurs in such annexation as requested by the City of Woodland in Ordinance No. 1457 passed by City Council on March 2, 2020. This Resolution constitutes the Clark County Fire & Rescue Board of Commissioner’s official concurrence with the annexation pursuant to RCW 52.04.061.
2. The District Secretary is authorized and directed to cause a notice of intention for the annexation of the City of Woodland to the District to be filed with the Clark County Council and to cause a copy of this Resolution to be filed with the Clark County Council and Clark County Auditor.
3. The Board of Fire Commissioners requests that the Clark County Council call a special election in Clark County Fire & Rescue in conjunction with the State Primary Election on August 4, 2020, on the question of whether the City of Woodland should be annexed to Clark County Fire & Rescue. The ballot proposition shall be in substantially the following form:



**CLARK COUNTY FIRE & RESCUE
RESOLUTION NO. 200312-2**


Shall the City of Woodland be annexed to and be a part of Clark County Fire & Rescue?

Yes []

No []

4. The District Secretary is authorized to make necessary corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors and references.

ADOPTED by the Clark County Fire & Rescue Board of Commissioners in Ridgefield, Washington, at a regular meeting of said Board on the 12th day of March, 2020, the following Commissioners being present and voting.

 _____ Commissioner Stanley Chunn	 _____ Commissioner James R Johnson
 _____ Commissioner Larry Bartel	 _____ Commissioner Ken Ayers
 _____ Commissioner David Town	 _____ Attest: District Secretary