



Clark-Cowlitz Fire Rescue Board of Fire Commissioners Meeting Minutes 911 N 65th Avenue, Ridgefield

November 10, 2022

Present: Commissioners Chair Stan Chunn, Ken Ayers, Larry Bartel, Jade Bourke. Chief John Nohr, DVC Ben Peeler, Logistics BC Abe Rommel. DVC Jackson on vacation. Recording Secretary Kathy Streissguth.

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

Flag Salute.

CALL FOR LATE AGENDA ADDITIONS

Chief Nohr requested discussion regarding disposition of a surplussed asset.

CONSENT AGENDA

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

COMMUNICATIONS

Thank you email from ECFR Chief Mike Carnes for the help on the Nakia Creek Fire on October 16. Thank you card to DVC Peeler from Clark 6 Chief Kristin Maurer for his coordination of regional assets for the Nakia Creek Fire. Thank you card from a recruit candidate for the opportunity to interview.

CITIZEN COMMENTS

None.

STANDING COMMITTEE REPORTS

Clark County Fire Risk Management Group

Commissioner Bartel recapped the November 2 meeting. Had a large cost increase due to earthquake insurance. Chief Nohr advised our policy reads that none of our buildings are sprinkled, which is not accurate. Will schedule a meeting with the agent to review our coverage. Discussed the small works roster. May use the groups or another if desired. No change to the deductibles, but still under discussion. Commissioner Chunn advised that Clark 6 noticed a significant reduction in their premiums due to seismic improvements in their stations.

Fairgrounds Fire Facility Board

Commissioner Chunn shared information from the November 9 meeting. Reviewed the budget. Anticipating the 2023 budget will need further adjustments due to some pending capital improvement needs. Further assessment is needed.

Finance Committee

No meeting. No report.

Local BVFF

Commissioner Chunn advised the local board met earlier in the day and approved former Fire District 12 volunteer Ken Campbell's application for retirement benefits.

WFOA Region VIII

No report.

Commissioner Updates

Commissioner Bartel summarized the WFOA Board meeting held prior to the conference last month. PPO plan is changing carriers effective January. All participants will receive a notification letter. WFOA staff will receive an 8.5% COLA and 5% merit raise. Legislative Day will be held in February, date to be determined. 2023 goal is to implement the volunteer legislation approved a couple years ago. Rangeland firefighting authorization for farmers (equipment). Sales tax exemption on surplus equipment. Tighten the public record request rules. Addressing property tax exemptions on adult homes and non-profits. Recommendation to move the State Fire Marshal's office out of State Patrol into a stand-alone department. Advised that firefighter L&I rates will be increasing. Commissioner Chunn shared that the WFOA conference was well put together. A lot of good information. Commissioner Ayers appreciated the information on the responsibilities of the commissioners and the District Secretary. Commissioner Bourke attended the Snure legal seminar. Recommended items to be reviewed at a later date. Also attended the session on District funding. Very informative.

Chair Chunn excused Commissioner Town.

STAFF REPORTS

Chief Nohr advised the October staff reports will be emailed out next week. Reminder the November 24 meeting is cancelled due to the Thanksgiving holiday.

Operations/Training/Logistics – Peeler

The new engine should arrive early next year. Shop18 sold at auction for \$9100. Shared information on recent response incidents of note. Summarized activities related to the Nakia Creek Fire. Conducting a captain's test as the list is exhausted. There are three candidates.

Chief's Report – Nohr

Chief Nohr advised that CRESA dispatch operations are in the process of review. There are several issues to be addressed. Conducting interviews for near 100 applicants. Approximately 50 will move forward to Chief interviews. Hiring pools will be developed after this process is complete. Discussed the process. Pleased with the Sparkhire program/process. Reported that the Cowlitz Indian Tribe has committed to purchase two ambulances for the district. Advised that former Clark 13 Chief Tom McDowell has passed. A service will be held on November 12 at 1 p.m. Commissioner Bartel asked about a news article regarding tax incremental financing for the Costco area

development. Chief Nohr will follow up with Ridgefield City Manager Steve Stewart. Will need to determine the financial impact to the district, if any.

JUNETEENTH HOLIDAY

Chief Nohr advised the State of Washington adopted June 19 (Juneteenth) as an additional State holiday in 2021. Past practice is to follow the State holiday. Recommendation to add Juneteenth to the list of recognized district holidays. Motion by Commissioner Ayers to add Juneteenth to the list of recognized district holidays. Second Commissioner Chunn. Discussion. Commissioner Bourke asked how this would financially impact the district. Chief Nohr advised the day off would cost roughly \$6,000 and only impacts employees on a day shift schedule. There are currently 15 day-shift employees. Chief Nohr confirmed that the neighboring cities and Clark 6 have recognized the holiday. No further discussion. Motion passed unanimously.

2023 LEVY/BUDGET RESOLUTIONS

Chief Nohr presented resolutions authorizing the 2023 tax levy and setting the 2023 budgets.

Motion by Commissioner Bartel to adopt Resolution No. 221110-1, a resolution authorizing an increase in the property tax levy for collection in 2023. Second Commissioner Bourke. No discussion. Motion passed unanimously.

Motion by Commissioner Bartel to adopt Resolution No. 221110-2, a resolution adopting the 2023 budgets of the district. Second Commissioner Ayers. No discussion. Motion passed unanimously.

Streissguth advised that the new construction figure in Woodland went from \$1 million (preliminary) to \$4 million (certified). Commissioner Chunn noted the adopted budget is balanced.

REVOCATION OF EMERGENCY DECLARATION

Chief Nohr advised that as Governor Inslee has repealed the State emergency declarations, the emergency declared by the district will also need to be repealed. Reviewed the proposed resolution.

Motion by Commissioner Bartel to adopt Resolution No. 221110-3, a resolution rescinding the emergency declaration adopted by the Board on April 23, 2022. Second Commissioner Bourke. No discussion. Motion passed unanimously.

LATE EDITIONS TO THE AGENDA

Chief Nohr shared a staff report regarding disposition of the 1999 Pierce Saber fire engine (Shop22) surplus in May of this year. Recommendation to transfer ownership to Portland Community College. CCFR has been providing a reserve engine for training personnel when sent through the college's fire academy. CCFR has a long-standing relationship with the college for internships and fire training academies. Transferring this asset would be beneficial to both agencies.

Motion by Commissioner Bartel to transfer owner of Shop22, a 1999 Pierce Saber fire engine to the Portland Community College Fire Science program. Second Commissioner Ayers. Discussion. Commissioner Bourke asked if there were issues

with gifting of funds. Chief Nohr advised that the issue was reviewed and the training benefit to CCFR for the upcoming academies far exceeds the value of the engine. No further discussion. Motion passed unanimously.

CITIZEN COMMENTS

None.

OLD BUSINESS


Chief Nohr presented information compiled by finance as to where the district is regarding debt limits. The limit for both voted and non-voted debt is approximately \$82 million. The district currently has approximately \$3.2 million in outstanding debt. He appreciates the fiscal responsibility of the board in maintaining a low debt level. Commissioner Chunn thanked the public for their support.

Recessed at 4:59 p.m. for a 5-minute break. Meeting resumed at 5:05 p.m.

EXECUTIVE SESSION

Moved to executive session at 5:05 p.m. to review the performance of the fire chief. Anticipated length of session 20 minutes. No action anticipated. Meeting extended 15 minutes at 5:25 p.m. Meeting resumed at 5:42 p.m.

No further discussion. Meeting adjourned at 5:42 p.m.



Attest, John Nohr
Fire Chief/District Secretary



CLARK-COWLITZ FIRE RESCUE CONSENT AGENDA November 10, 2022

1. Minutes
 - October 13 Board Meeting
 - November 2 Special Meeting
2. Prepaid Invoices
 - \$ 65,232.06 (CCFR General Fund 6228)
 - i. \$ 177.29 EFT 2028 – October 19
 - ii. \$ 5,294.20 EFT 2029 – October 25
 - iii. \$ 43,550.44 Check Nos. 100832 – 100855 – October 27
 - iv. \$ 175.91 EFT 2034 – October 27
 - v. \$ 16,034.22 ACH 2059 – 2061 – October 31
 - \$ 5,500.00 (Capital Fund 6224)
 - i. ACH 2030 – October 31
 - \$ 340,443.78 (CCFR October Payroll Benefits)
 - i. 22213 – 22223 – November 7
3. Invoices
 - \$ 180,713.92 (CCFR General Fund 6228)
 - i. \$ 5,047.52 EFT 2184 – November 8
 - ii. \$ 164,425.26 Check Nos. 100859 – 100895 – November 10
 - iii. \$ 11,241.04 ACH 2222 – 2224 – November 14
 - \$ 7,241.73 (FFFB Fund 6254)
 - i. Check Nos. 100856 – 100858 – November 10
4. US Bank VISA Statement Ending November 7 – \$ 19,762.82 due November 14
 - \$ 18,777.26 CCFR
 - \$ 985.56 FFFB
5. Payroll
 - October 1 – 31 paid November 8
 - i. \$ 790,576.84 Gross Payroll
 - ii. \$ 525,111.35 ACH (net)
 - iii. \$ 1,697.73 Checks (net)
 - 22205 – 22212
 - iv. \$ 107,991.57 941 Tax Deposit paid November 8
6. October Use Tax to be paid November 28
 - \$ 844.31 CCFR
 - \$ 0.00 FFFB
7. Approved Commissioner Stipends paid October 7

For October 1 – 31						
Name	Regular Meeting	Committee Meeting	Assn Meeting	Educ	Other	Total
Ayers	1		1	4		6
Bartel	1	1	1	2		5
Bourke	1		1	4		6
Chunn	1	1	1	4		7
Town	1		1			2



**CLARK-COWLITZ FIRE RESCUE
CONSENT AGENDA
November 10, 2022**

8. Voided/Destroyed Claims Warrants

- None

Handwritten signature of Stanley Chunn in black ink.

Commissioner Stanley Chunn – Chair

Handwritten signature of David Town in black ink.
Commissioner David Town – Vice Chair

Handwritten signature of Larry Bartel in black ink.

Commissioner Larry Bartel

Handwritten signature of Ken Ayers in black ink.

Commissioner Ken Ayers

Handwritten signature of Joe Bourke in black ink.

Vacant – Appointment Pending

JOE BOURKE



Meeting Date

11/10/22

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 1705 Hrs

Anticipated length of session 20 Mins

Announcement of extended session 1725 Hrs

Anticipated extended length of session 15 Mins

Meeting resumed at 1742 Hrs

Action anticipated YES NO

Reference RCW Chapter 42.30