



# Clark-Cowlitz Fire Rescue Board of Fire Commissioners Meeting Minutes 911 N 65<sup>th</sup> Avenue, Ridgefield

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**March 9, 2023**

Present:

Commissioners Stanley Chunn, David Town, Ken Ayers, Larry Bartel, Jade Bourke. Chief John Nohr. DVCs Mike Jackson and Ben Peeler. 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 advised that there will be a helmet presentation and swearing in ceremony for the new captain.

## **PRESENTATION & SWEARING IN**

DVC Peeler formally issued new yellow helmets to the seven new lateral recruits to replace the old helmets used during their 6 weeks of training. Noted that paramedic helmets have blue reflective badging to more easily recognize their position. Chief Nohr conducted the swearing in ceremony for newly promoted Captain Greg Pera.

## **CONSENT AGENDA**

Motion by Commissioner Bourke to approve the consent agenda as presented. Second Commissioner Town. Discussed the issues with river otters causing damage at the boathouse. A trapper was hired and further mitigation/prevention systems are in progress. No further discussion. Motion passed unanimously.

## **COMMUNICATIONS**

None.

## **CITIZEN COMMENTS**

Citizen Steve Yokum expressed his thanks for the progress in staffing at the Fairgrounds station. Advised this should create substantial savings in fire insurance for neighbors in the area.

## **STANDING COMMITTEES**

### **Clark County Fire Risk Management Group**

No meeting. No report.

### **Fairgrounds Fire Facility Board**

The FFFB met on March 8. Commissioner Chunn and Chief Nohr shared that adjustments will need to be made to the 2023 operating contribution to cover numerous necessary repairs and updates, as well as any remodeling needed to accommodate operational staffing at the facility. Will be working with logistics and finance to determine how much additional funding is needed.

### **Finance Committee**

No meeting. No report.

### **WFOA Region VIII**

Commissioner Bartel advised there is a bill moving forward to allow for additional property tax exemptions for military and disabled persons. Senior care centers may be eligible. DVC Peeler advised that Clark County is aggressively enrolling taxpayers in exemption programs. This will not decrease the district's tax revenue, but will shift the tax burden to other taxpayers.

### **Local BVFF**

Commissioner Chunn advised the group met earlier in the day to review and approve the 2022 pension certifications.

### **Commissioner Updates**

Commissioner Bourke reported that he, Commissioner Bartel and Chief Nohr attend the Cowlitz Tribe Foundation awards dinner. Nice event, very appreciative of their support for the community and the district.

## **STAFF REPORTS**

### **Operations/Training/Logistics – Peeler**

DVC Peeler summarized the February reports. Entry level recruits will start on March 10. CCFR will have 2 full time instructors in the 16 week academy. Graduation will be on June 22 with crews on the line starting July 1. The new engine was placed in service at St151. Firefighter paramedic recruitment is open; hoping for a minimum of 6 in the next round of hiring. Logistics is working with the architect to get the St26 truss project going this summer. Facing the challenge of coordinating continuity of operations during the project – they must leave part of the bay available for use. Also working through the County permitting issues with the needed concrete replacement project. County permitting has been an ongoing issue for several agencies.

### **Community Risk Reduction/CARES – Jackson**

DVC Jackson detailed the CRR and CARES activities for February with updates on current program activities. Advised he is spending a substantial amount of time on the ilani Resort hotel project, which is nearing completion. Recruiting another Deputy Fire Marshal still in progress. Official announcement of the district's co-responder program partnership with Seamar will occur soon. He anticipates long term funding will be available for this program.

### **Chief's Report – Nohr**

Chief Nohr summarized the February Chief's report. Advised the Cowlitz Indian Tribe Foundation has ordered an ambulance per their donation commitment to be delivered in June. Logistics is working on specifications for the second ambulance. In service date is dependent on delivery and outfitting timelines. The Foundation is also purchasing the ambulance equipment. The Chief continues to coordinate with the other County Fire Chiefs to pursue the district's ability to assess and collect fire impact fees in the unincorporated areas of the county. Received the 2023 contract payment from the Cowlitz Indian Tribe. Will be meeting with them later in the year to discuss the impacts related to the addition of the hotel and the new EMS levy.

Chief Nohr is the fire representative on the CRESA Board. Received a preliminary report on the operations study. CRESA is doing well on emergency management, but behind in dispatch operations. Met with Ridgefield City Manager Steve Stewart

last week. The city is firm and will not change their opinion to deny direct street access for the Hillhurst Road property. Due to the adverse impacts to emergency response in having to exit through the Ridgefield Outdoor Recreation Complex (RORC) parking lot driveway, another site may be needed. Stewart also indicated that the city is interested in purchasing the property. Chief Nohr shared with Stewart the need for impact fees in Ridgefield and La Center; to which he expressed his support. Will have a draft Capital Facilities Plan for review at the next meeting. This plan is required to enable the assessment of impact fees. Discussed the impacts of tax increment financing in Ridgefield. This may adversely impact the district. The city is required to meet with the junior taxing districts to discuss financial impacts. Commissioner Bartel shared his opinion that the Hillhurst Road site may no longer be viable. Direction from the Board to move forward with investigating options for another station site.

Swearing in ceremony for the 15 entry level recruits will occur on Monday, March 20 at 5:30 p.m. The location will be determined shortly – space may be an issue at St21.

Chief Nohr advised he is meeting with Woodland Mayor Pete Boyce to finalize the transfer of assets following the Woodland annexation.

DVC Peeler shared that Clark 6 will be placing some apparatus into surplus. Noted that the CCFR reserve fleet is old and tired. Will be assessing whether any of the Clark 6 surplus equipment may meet our needs.

Chief Nohr brought up the business park building option for relocation of the CRR and CARES teams. DVC Jackson advised that the owner is waiting to hear from CCFR before accepting an offer made on the property. Commissioner Bourke asked about the finance plan. Chief Nohr advised he is still working on the plan and that we cannot fund a new station with internal money. Will need impact fees or another financing source. Would like to avoid a voted bond if at all possible. Also, need to factor in the impact of any implemented tax increment financing. Discussion on property options for the CRR/CARES relocation. Commissioner Town would prefer to purchase over leasing. Commissioner Bartel reiterated his position that we need to fund a fire station before doing anything else.

## **POLICY UPDATE**

DVC Peeler presented the updated policies for adoption:

- Policy 301 Emergency Response
- Policy 305 Tactical Withdrawal Due to Violence of Threats
- Policy 1023 Workplace Violence
- Policy 1027 Personal Appearance Standards

Discussion. Motion by Commissioner Town to adopt the four policies as presented. Second Commissioner Bourke. No further discussion. Motion approved unanimously.

## **NON-REPRESENTED EMPLOYEE SALARY ADJUSTMENTS**

Chief Nohr reviewed the proposed comparable jurisdictions and staff report regarding non-represented position salaries. He recommended a 5.5% pay increase, a new salary scale for the Community Social Worker position, and to change all salary scales to 5-step. Chief Nohr advised that funds were placed in the budget to cover the anticipated salary increases. Motion by Chunn to increase all non-represented positions with the exemption of Community Paramedic by 5.5%. Second Commissioner Town. Discussion.

Commissioner Chunn noted that this will not place the Chief in the middle of the new comps. Chief Nohr advised he is comfortable with the proposed number for our market area. Commissioner Bourke asked when the comparable agencies last updated their figures? Chief Nohr did not have that information. Commissioner Town expressed his concern that CCFR needs to ensure that the salaries are set to attract people to the positions. Chief Nohr advised he also needs to keep an eye on the budget.

Original motion withdrawn. Motion by Commissioner Chunn to increase all non-represented positions with the exception of Community Paramedic by 5.5%, provide an additional 5% stipend for the Finance Support Specialist until a comprehensive position function study is complete, adopt the proposed 5-step pay scale for the Community Social Worker, and change all 6-step non-represented pay scales to 5-step. Second Commissioner Town. Noted that the Social Worker position was first implemented in 2019 when there were little to no programs in place. Now there are multiple programs for comparison and the new schedule is more in line with Mr. Lewis' duties. Commissioner Bartel pointed out if the TIF goes through a lot of our new money will come to a screeching halt. Chief Nohr added that the lid lift expires this year and the tax rate has dropped. Will need to look at asking the voters for a renewal in the near future. No further discussion. Motion passed unanimously.

**LATE EDITIONS TO THE AGENDA**

None.

**EXECUTIVE SESSION**

None.

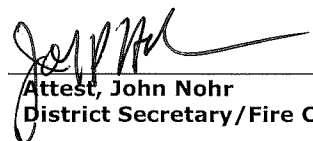
**CITIZEN COMMENTS**

Mr. Yokum asked about the call volume generated by the casino. Chief Nohr reported it was approximately 400 calls per year. The new hotel is expected to increase call volume and will be part of the discussion with the Cowlitz Indian Tribe.

**OLD BUSINESS**

Chief Nohr shared that the new Chief of Police, a long time RPD employee Cathy Doriot will be sworn in at 6:30 p.m. tonight.

No further discussion. Meeting adjourned at 5:46 p.m.

  
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Attest, John Nohr  
District Secretary/Fire Chief



# CLARK-COWLITZ FIRE RESCUE CONSENT AGENDA March 9, 2023

1. Minutes

- February 9 Board Meeting
- February 23 Board Meeting – Cancelled

2. Prepaid Invoices

- \$ 2,491.65 (FFFB Fund 6254)
  - i. Check Nos. 101131 – 101134 dated February 28
- \$ 34,071.62 (CCFR General Fund 6228)
  - i. \$ 3,356.89 EFT 401 - 402 paid February 24
  - ii. \$ 180.48 EFT 403 paid February 28
  - iii. \$ 30,534.25 Chk Nos. 101135 – 101161 dated February 28
- \$ 2,152.69 (CCFR General Fund 6228)
  - i. Check No. 101162 dated March 1

3. Invoices

- \$ 409,951.27 (CCFR General Fund 6228 February Payroll Tax & Benefits)
  - i. Chk Nos. 22270 – 22283 dated March 7
- \$ 24,293.11 (FFFB Fund 6254)
  - i. Check Nos. 101163 - 101165
- \$ 815.00 (Capital Fund 6224)
  - i. ACH 552 to be paid March 10
- \$ 101,361.68 (CCFR General Fund 6228)
  - i. \$ 7,767.48 EFT 556 paid March 9
  - ii. \$ 3,319.50 EFT 557 paid March 9
  - iii. \$ 24,549.00 Chk Nos. 101166 – 101200 dated March 9
  - iv. \$ 65,725.70 ACH 593 – 600 to be paid March 10

4. Payroll

- February 1 – 28 paid March 8
  - i. \$ 819,931.68 Gross Payroll
  - ii. \$ 555,788.92 ACH (net)
  - iii. \$ 100,392.87 Tax Deposit paid March 8

5. February Use Tax to be paid March

- CCFR \$ 949.61
- FFFB \$ 0.00

6. Commissioner Stipends paid March 8

February 1 – 28						
Name	Regular Meeting	Committee Meeting	Assn Meeting	Educ	Other	Total
Ayers	1					1
Bartel	1					1
Bourke	1					1
Chunn	1					1
Town	1					1

7. Voided/Destroyed Claims Warrants

- None



CLARK-COWLITZ FIRE RESCUE  
CONSENT AGENDA  
March 9, 2023

Handwritten signature of Stanley Chunn in blue ink, written over a horizontal line.

Commissioner Stanley Chunn – Chair

Handwritten signature of David Town in blue ink, written over a horizontal line.

Commissioner David Town – Vice Chair

Handwritten signature of Larry Bartel in blue ink, written over a horizontal line.

Commissioner Larry Bartel

Handwritten signature of Ken Ayers in blue ink, written over a horizontal line.

Commissioner Ken Ayers

Handwritten signature of Jade Bourke in blue ink, written over a horizontal line.

Commissioner Jade Bourke