



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

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**December 14, 2023**

Present:

Commissioners Stanley Chunn, Ken Ayers, Larry Bartel, Jade Bourke.  
Chief John Nohr. DVCs Mike Jackson and Eamonn Ryan. Recording Secretary Kathy Streissguth.

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

Flag Salute.

**CALL FOR LATE AGENDA ADDITIONS**

None.

**SWEARING IN CEREMONY**

Kathy Streissguth (Notary) administered the Oath of Office for Jade Bourke, who was elected to fill the remaining term of Fire Commissioner, Position 2 in the November 7 General Election.

**CONSENT AGENDA**

Motion by Commissioner Bourke to adopt the consent agenda as presented. Second Commissioner Bartel. No discussion. Motion approved unanimously.

**COMMUNICATIONS**

Chief Nohr advised no one was able to attend the Cowlitz 5 awards banquet on December 9. There was no request for coverage. Thank you card from Ms. Stephanie's pre-school class for a station tour. Message from Liz Loomis recommending any ballot proposals be placed on the primary ballot unless there is no other option as the general election is expected to be contentious. Any 2025 propositions may have a difficult time meeting the validation requirements due to the expected large turnout of voters in the 2024 general election.

**CITIZEN COMMENTS**

Representatives from the State 2A Champion Ridgefield Girl's soccer team expressed their appreciation for CCFR's participation in the welcome back procession into the city following their return from the championship game. Tyler Merlock and Madison Ruddy presented Chief Nohr with a soccer ball signed by all the team members. Chief Nohr thanked the girls for bringing the State Championship home. Also thanked Bridgid Taylor for giving a heads up about the event.

**STANDING COMMITTEES**

**Clark County Fire Risk Management Group**

No meeting, no report.

### **Fairgrounds Fire Facility Board**

No meeting, no report.

### **Finance Committee – Town/Bourke**

Commissioner Bourke reported the finance committee met on December 7 to review the 2023 budget amendment proposal. No issues were noted. The committee recommended adoption of the amendment resolution as presented. On a personal note, he expressed his appreciation for staff for their work on the budget. It was a trying year with a lot of the balls in the air.

### **WFOA Region VIII – Bartel**

Commissioner Bartel advised he had asked several people at conference about the monthly limit for meeting compensation. Legal counsel advised the limit is 8. Commissioner Lothspeich at Clark 6 said no, it's 10. Roger Ferris, the Executive Director of WFOA advised there is no monthly limit, but Commissioners may not exceed the annual limit of 96. If anyone desires to correct their October timecard for additional compensation, they should coordinate with Chair Chunn and Chief Nohr. Discussion. No one will be submitting for additional compensation.

### **Local BVFF – Chunn/Ayers**

No meeting. No report.

### **Cowlitz Indian Tribe – Contract Liaison Bartel/Bourke**

Chief Nohr spoke with Timi Russin. Planning to meet in January as their payment is due in March. If unable to coordinate a time, Commissioner Bartel recommended sending a formal letter requesting a meeting.

### **Commissioner Updates**

Commissioner Chunn expressed his thanks to Commissioner Bartel for all his work on the myriad of legislative issues facing the district.

## **STAFF REPORTS**

### **Operations/Training – DVC Ryan**

DVC Ryan summarized the November operations report.

### **Admin/Logistics – DVC Peeler**

DVC Peeler out ill – the October Logistics and Administrative report was report summarized by Chief Nohr.

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

DVC Jackson detailed the CRR/CARES activities for November.

## **CHIEF'S REPORT**

Chief Nohr summarized the November Chief's report. Status update on impact fees in unincorporated Clark County. The Clark County Council will hold an impact fee work session on January 3 at 9:00 a.m. No public testimony will be taken during the work session, but will be accepted at the public hearing, which will follow at a later date. Recommendation to attend if available. Update on the seven member lateral academy. Graduation ceremony will occur in the St21 truck bay on December 21, at 6:00 p.m. Long time Chair and small city representative to the CRESA Administrative Board, Don Cheney, has retired. Chief Nohr appointed as the new chair. The Board is looking for a new small city representative. Chief Nohr will contact city administrator Pete Boyce to

get on the next City of Woodland council agenda for a presentation on CCFR operations for the new Mayor, Todd Dinehart. WFCA Legislative Day is January 23. Summarized the issues that the Washington Fire Commissioners' and Washington Fire Chiefs' Associations are working on. Clark 6 Chief Maurer is working to set up appointments with the Clark County delegates. Retired Captain Scott Galster has returned to work in the capacity of part-time logistics support pending the hiring of a full-time employee.

Proposed a change to the organizational structure for review. The Assistant Chief position remained in the organization chart, but has been unfilled. The three Division Chiefs have been doing Assistant Chief level work. Will allow for more flexibility in administrative chief level staffing. Will provide a formal proposal to reclassify the three DVCs to AC in January. Division Chief vacancies will not be unfilled.

### **EMS DISTRICT 2 UPDATE**

Discussed EMS District 2's ability to assess an EMS levy. Chief Nohr advised that there may be only one EMS levy applied to a property. If EMSD2 was to implement an EMS levy, CCFR and FD6 would no longer be able to have one.

### **RIDGEFIELD TAX INCREMENT AREA (TIA)**

Chief Nohr advised the City of Ridgefield agreed with all modifications to the draft interlocal agreement (ILA), with the exception of the 45% cap. City council has voted to approve the ILA with the changes. Discussion. Motion by Commissioner Bartel to authorize Chief Nohr to sign the ILA as modified. Second Commissioner Ayers. Discussion. Commissioner Bartel commented it is a good start. Commissioner Chunn concurred. Rather daunting looking at the 25-year timeline in light of all the growth that has occurred in the last 10 years. No further discussion. Motion passed unanimously.

### **PORT OF RIDGEFIELD TAX INCREMENT AREA (TIA)**

Chief Nohr reported that he and Clark 6 Chief Maurer met with Port Director Randy Mueller. The Port had originally talked about having two TIAs, but have combined them into one totaling \$198 million in value, just under the \$200 million limit. Noted this will place a substantial area of developable land in the TIA. The area around the 179<sup>th</sup> Street Junction and 10<sup>th</sup> Avenue north to 219<sup>th</sup> Street will be used to fund development at the downtown riverfront. Chief Nohr also found out there is no legal obligation for the entity implementing a TIA to advise taxpayers that their taxes are being diverted to another purpose. The Port Board of Commissioners is committed to working with CCFR on mitigation. Advised the Port of Ridgefield consists of the entirety of the 98642 zip code. Also at issue is TIA dollars will be used to purchase Port property, basically using CCFR money to purchase tax exempt property. Leasehold excise tax revenue is far less than property tax revenue.

### **2023 BUDGET AMENDMENT**

Motion by Commissioner Bourke to adopt Resolution No. 231214-1, a resolution amending the 2023 budgets. Second Commissioner Ayers. No discussion. Motion passed unanimously.

### **POLICY REVIEW**

DVC Peeler emailed Policy 1032 Temporary Modified-Duty Assignments to the Board for review. Tabled to the next regular meeting as DVC was not present.

**DECEMBER 28 MEETING**

As no essential business is anticipated before year end, the December 28 regular Board meeting is cancelled.

**LATE EDITIONS TO THE AGENDA**

Commissioner Chunn advised Commissioner Town called to report he was unable to attend the meeting due to illness. Motion by Commissioner Chunn to excuse Commissioner Town from the meeting. Second Commissioner Bourke. No discussion. Motion passed unanimously.

Commissioner Ayers advised he received a notice that CCFR is presenting wildland fire interface mitigation information in La Center. DVC Jackson advised that Fire Inspector John Zanzi is doing the presentation, which started at 4:30 p.m. today. He has a great deal of experience from his prior career in California.

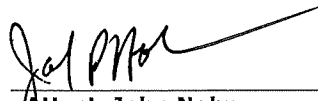
**CITIZEN COMMENTS**

None.

**EXECUTIVE SESSION**

None.

No further discussion. Meeting adjourned at 5:06 p.m.

  
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Attest, John Nohr  
District Secretary/Fire Chief



# CLARK-COWLITZ FIRE RESCUE CONSENT AGENDA December 14, 2023

## 1. Minutes

- Joint FD3/6 Board Meeting – November 8
- Board Meeting – November 9

## 2. Prepaid Invoices

- \$ 1,625.04 (FFFB Fund 6254)
  - i. Chk Nos. 101769 – 101770 dated November 30
- \$ 50,368.79 (CCFR Fund 6228)
  - i. \$ 36,995.74 Chk Nos. 101771 – 101797 dated November 30
  - ii. \$ 1,206.57 EFT 2805 paid November 29
  - iii. \$ 4,068.73 EFT 2806 paid November 30
  - iv. \$ 76.38 EFT 2825 paid November 30
  - v. \$ 8,021.37 ACH 2834 – 2836 paid December 1
- \$ 440,213.16 (CCFR General Fund 6228 November Payroll Tax & Benefits)
  - i. \$ 368,666.99 Chk Nos. 23396 – 22404 dated December 7
  - ii. \$ 71,546.17 EFT No. 2616 paid December 8
- \$ 15.00 (CCFR Fund 6228 – WA DOL Driver Report)
  - i. EFT No. 2970 paid December 7

## 3. Invoices

- \$ 1,156.83 (FFFB Fund 6254)
  - i. Chk No. 101798 dated December 14
- \$ 92,763.27 (CCFR General Fund 6228)
  - i. \$ 77,853.74 Chk Nos. 101799 – 101844 dated December 14
  - ii. \$ 110.07 EFT No. 2987 to be paid December 14
  - iii. \$ 3,551.05 EFT No. 2988 to be paid December 14
  - iv. \$ 11,248.41 ACH Nos. 3035 – 3039 to be paid December 15

## 4. Payroll

- November 1 – 30 paid December 8
  - i. \$1,061.494.27 Gross Payroll
  - ii. \$ 723,797.31 ACH (net)
  - iii. \$ 134,590.44 Tax Deposit paid December 8
- Lange O967.14 Lookout Fire paid December 13
  - i. \$ 12,252.33 Gross Payroll
  - ii. \$ 9,809.43 ACH (net)
  - iii. \$ 3,380.20 Tax Deposit paid December 13

## 5. November Use Tax paid December 14

- CCFR \$ 783.38

## 6. Fund Transfers

- \$ 22,900.00 Donation Fund 6228-3 to General Fund 6228 November 16
- \$ 534,000.00 General Fund 6228 to Equip Fund 6228-1 November 16
- \$ 3,300.00 Debt Fund 6222 to Debt Fund 6220 November 16
- \$ 2,158,150.00 EMS Levy 6226 to General Fund 6228 November 17
- \$ 217,000.00 General Fund 6228 to Contingency Fund 6228-5 November 30
- \$ 50,000.00 General Fund 6228 to Leave Fund 6228-4 November 30
- \$ 333.12 General Fund 6228 to FFFB Fund 6254
- \$ 478,181.00 General Fund 6228 to Debt Fund 6220
- \$ 281,250.00 General Fund 6228 to Capital Fund 6224 December 14





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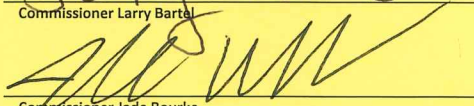
- 7. \$ 481,481.00 Semi-Annual Debt Service paid December 1 (Debt Fund 6220)
  - \$ 207,850.00 LTGO 2013 ACH 2759
  - \$ 95,950.00 LTGO 2020 ACH 2760
  - \$ 90,370.00 LTGO 2021 ACH 2761
  - \$ 87,311.00 LTGO 2021B ACH 2762
- 8. Station 151 Land Lease (FFFB Fund 6254)
  - \$ 666.25 ACH 3040 December 1
- 9. Approved Commissioner Stipends

November 2023 paid December 8						
Name	Board Meeting	Committee Meeting	Assn Meeting	Educ	Other	Total Paid
Ayers	2					2
Bartel	2					2
Bourke	2	1			1	4
Chunn	1	1			1	3
Town	2	1				3

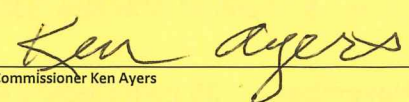
- 10. Voided/Destroyed Claims Warrants
  - 101789 – paid by EFT November 30

  
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 Commissioner Stanley Chunn – Chair

  
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 Commissioner Larry Bartel

  
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 Commissioner Jade Bourke

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 Commissioner David Town – Vice Chair

  
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 Commissioner Ken Ayers