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

October 10, 2024

Present:
Commissioners Stanley Chunn, Ken Ayers, Larry Bartel, Jade Bourke.
Chief John Nohr. ACs Ben Peeler, Eamonn Ryan, and Mike Jackson.

Meeting called to order by Commissioner Chunn at 4:04 p.m.

Flag Salute.

CALL FOR LATE AGENDA ADDITIONS
None.

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

COMMUNICATIONS
Thank you note from the League of Women Voters for providing space for a candidate forum event at St26. Notice from Snure Seminars on the annual WFCA Conference legal update in Spokane. Commissioners Bartel and Bourke will attend.

CITIZEN COMMENTS
None.

FY2025 REVENUE HEARING
Commissioner Chunn opened the FY2025 revenue hearing at 4:07 p.m. Chief Nohr briefly reviewed the projected revenue streams for the 2025 General and EMS Levy funds. No discussion, no citizen participation/comments. Hearing closed at 4:10 p.m.

STANDING COMMITTEES

Clark County Fire Risk Management Group – Bartel
Commissioner Bartel advised the Risk Management Group will meet on October 18 to review the proposed 2024-25 policy documents from WHA. Waiting on the underwriters for final numbers. Motion by Commissioner Bartel to accept the insurance policy premium cost as recommended by the Risk Management Group. Second Commissioner Bourke. No discussion. Motion passed unanimously.

Fairgrounds Fire Facility Board – Chunn
No report.

Finance Committee – Town/Bourke
No report.

WFCA Region VIII – Bartel
Commissioner Chunn recapped the Region VIII meeting held on October 3 as Commissioner Bartel was unable to attend. Advised the WFCA legislative committee will not be addressing tax increment financing in 2025. Focusing on the rural fire district grant program and separating the State Fire Marshal's office from WSP.

Local BVFF – Chunn/Ayers
No report.

Cowlitz Indian Tribe – Contract Liaison Bartel/Bourke
No report.

EMS District 2 – Bourke
Next meeting schedule at 1:00 p.m. on Monday, October 14. Working on wording to correct an agreement with EMSD2 to purchase the call tracking program for use by the participating agencies. It has been suggested there be an elected fire official on the committee. The following meeting will be held on November 18.

Port of Ridgefield – Bartel
The Port met on October 9. They are setting up a new fund to track TIA receipts. They indicated there are no financial impacts to the districts in 2025. Commissioner Bartel expressed concerns over having enough funding for staffing a new station in Ridgefield.

Port of Woodland – Town
No report.

Commissioner Updates
None.

STAFF REPORTS

Operations/Training – AC Ryan
AC Ryan briefly summarized the September operations and training reports.

Community Risk Reduction/CARES – AC Jackson
AC Jackson detailed CRR and CARES activities for the month of September.

Admin/Logistics – AC Peeler
AC Peeler recapped the September Administrative Services report. Currently working on identifying a location for the Ridgefield fire station and coordinating the transition to the new IT services vendor.

Commissioner Town arrived at 4:32 p.m. Reviewed and signed the consent agenda.

CHIEF'S REPORT
Chief Nohr reported that Cowlitz County has recorded the St29 property split to allow for the City of Woodland asset transfer. Discussed plans to remodel St29 – existing plans only reflect the addition of 2 bays, but no crew quarters. Will need updated plans. Advised there will be a financing options presentation from Holman Capital Corporation on Monday, October 7. DA Davidson will be scheduled to provide a similar presentation. There may also be presentations from Foster Garvey and/or KeyBanc.

Chief Nohr and AC Peeler demonstrated the station location mapping software. Discussion on speed limits and congestion impacting travel times.

TAX INCREMENT FINANCING
No report.

FFFB SURPLUS ASSET
Chief Nohr advised the Mako breathing air compressor currently located at St151 was originally purchased as a joint FFFB asset. The unit is not usable in its current condition, needs significant updates to be made functional, and would still be redundant for operational needs. Staff recommendation to surplus and dispose of the asset, which has low retail and scrap value. Discussion. Motion by Commissioner Bartel to adopt Resolution No. 241010-1, a resolution placing a 2004 Mako Breathing Air Compressor and its related components into surplus. Second Commissioner Ayers. No further discussion. Motion passed unanimously. Chief Nohr advised a rural volunteer fire district has expressed interest in the unit and is willing to remove it from the premises at their expense.

LATE EDITIONS TO THE AGENDA
None.

CITIZEN COMMENTS
None.

EXECUTIVE SESSION
Moved to executive session at 5:00 p.m. to discuss potential litigation. Anticipated length of session is 30 minutes with no action anticipated. Session extended for 5 minutes at 5:30 p.m. Meeting resumed at 5:35 p.m.

No further discussion. Meeting adjourned at 5:35 p.m.

Attest, John Nohr
District Secretary/Fire Chief

Clark-Cowlitz
FIRE RESCUE

CLARK-COWLITZ FIRE RESCUE
CONSENT AGENDA
October 10, 2024

1. Minutes
   - Board Meeting – September 26
2. Prepaid Invoices
   - $ 498,163.18 (CCFR Fund 6228 September Payroll Benefits)
     i. $ 411,124.14 Chk Nos. 22518 – 22526 dated October 7
     ii. $ 87,039.04 ACH 2411 paid October 8
3. Invoices
   - $ 127,634.06 (CCFR Fund 6228)
     i. $ 113,284.53 Chk Nos. 102475 – 102522 dated October 10
     ii. $ 2,463.14 EFT No. 2428 paid October 10
     iii. $ 3,650.83 EFT No. 2429 paid October 10
     iv. $ 8,235.56 ACH 2478 – 2483 to be paid October 11
   - $ 587.12 (FFFB Fund 6254)
     i. Chk Nos. 102473 – 102474 dated October 10
4. Payroll
   - September 1 – 30 paid October 8
     i. $1,285,201.81 Gross Payroll
     ii. $ 862,152.50 (net) ACH
     iii. $ 186,260.67 941 Tax Deposit
5. Use Tax
   - $ 421.28 CCFR August Use Tax paid October 8
   - $ 607.35 CCFR September Use Tax paid October 10
6. Approved Commissioner Stipends

September activity paid October 8						
Name	Board Meeting	Committee Meeting	Assn Meeting	Educ	Other	Total Paid
Ayers	3					3
Bartel	2	3				5
Bourke	3	2				5
Chunn	3	1				4
Town	3	2				5

7. Voided/Destroyed Claims Warrants
   - None

Commissioner Stanley Chunn – Chair

Commissioner David Town – Vice Chair

Commissioner Larry Bartel

Commissioner Ken Ayers

Commissioner Jade Bourke

Clark County
FIRE & RESCUE

Form No. 511.10.03
EXECUTIVE SESSION
Created: June 11, 2008
Revised: May 11, 2011

Meeting Date
10/10/24

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	5:PM	Hrs
Anticipated length of session	30	Mins
Announcement of extended session	5:30	Hrs
Anticipated extended length of session	5	Mins
Meeting resumed at	5:35	Hrs

Action anticipated ❍ YES ☒ NO

Reference RCW Chapter 42.30