

Regular Meeting 11-08-2021 1

DOUGLAS OKANOGAN COUNTY FIRE DISTRICT 15
APPROVED MINUTES

Ambulance Hall

Brewster, WA

A regular meeting of the Board of Commissioners of Douglas Okanogan County Fire District 15 was called to order by Chairman Lonnie Fenton at 7:05 p.m. at the Ambulance Hall.

IN ATTENDANCE: Commissioners Lonnie Fenton, Chris Bailey, and F. Eric Zahn, Secretary Kaylee Jensen, EMS Director Tonya Vallance, District Chief Bill Vallance, Methow Station Chief Joe Kitzman, Pateros Station Chief Kerry Heen and Brewster Station Chief Victor Vargas

REMOTE ATTENDANCE BY PHONE OR COMPUTER: Commissioner Tim Baird and Kris Erlandsen, Rocky Butte Station Captain Sal Rodriguez

Commissioner Kris Erlandsen joined the meeting remotely during Station Chief reports and was present at 7:50pm.

Public Hearing

Notification of the Public hearing was published in the Quad City Herald on October 27 and November 03, 2021.

The meeting was open for a Public hearing at 7:05pm to discuss 2022 Fire and Ambulance Budgets. The preliminary budgets were discussed. Tax values included a 1% increase for Fire District General fund over the previous year. Chief Vallance reported the beginning fund balance was increased \$50,000 over the previous year to cover some of the cost of registration and sales tax on the two new fire trucks to be received approximately May 2022. Discussion held.

The Ambulance budget tax values were calculated based on a recommendation from legal counsel. Discussion held. Commissioners approved of using the new method to calculate ambulance and fire tax revenues. Ambulance Tax values included a 1% increase, preliminary new construction and 5% was added to the total. Fire District final budgeted tax values will be adjusted to use the same method of calculation.

The final budget will be approved at a special meeting November 22, 2021 at 1pm.

No public comment.

Supplemental Budgets 08-2021 and 09-2021 were discussed to appropriate additional revenue received during the current year to the expense fund for Fire District General and Ambulance accounts.

No public comment.

Commissioner Fenton announced end of the public hearing at 7:23pm.

Supplemental Budget Resolutions

Lonnie/Eric moved and seconded to approve Resolution 08-2021 FD Supplemental budget. Motion carried.

Lonnie/Eric moved and seconded to approve Resolution 09-2021 AMB Supplemental budget. Motion carried.

Consent Agenda

Board Consent Agenda

Minutes 10/11/2021 regular meeting

Vouchers 10-25-2021, 11-08-2021

Fire District

October 25, 2021 Financials amounting to \$13,510.60

October 25, 2021 Payroll amounting to \$13,899.60

November 08, 2021 Financials amounting to \$17,758.09

November 08, 2021 Payroll amounting to \$4,019.69

Ambulance

October 25, 2021 Financials amounting to \$29,332.64

October 25, 2021 Payroll amounting to \$15,812.71

November 08, 2021 Financials amounting to \$57,486.98

November 08, 2021 Payroll amounting to \$10,416.78

Lonnie/Eric moved and seconded to approve all items on the Board Consent Agenda.
Motion carried unanimously.

SECRETARY REPORT: The October Secretary report was studied by the Commissioners.

DISTRICT FIRE CHIEF REPORT: Chief Vallance reported the District attorney supplied a basic storage agreement for the apparatus storage. Discussion held.

Apparatus Storage Contract

Chris/Tim moved and seconded to approve the storage contract with Erlandsen, Inc. Motion carried. Commissioner Erlandsen was not present during this time and did not vote.

The District received financing through the State and the Local Loan program in their October sale at 1.25% and the finalization is set for November 17, 2021.

Firefighters participated in a training symposium at Pateros Station October 30, 2021.

The training included extrication, a flammable liquids trailer, and a timed event challenge. A guest instructor from Grant County Fire District 3 provided training for the firefighters. Firefighters from each station and Bridgeport attended the event.

Methow Station Land Adjustment

Chief Kitzman reported the Methow Nonprofit and the attorney is completing the estate. A contract was sent to Commissioners to review. The estate is paying all fees for the land donation/ adjustment. Discussion held.

Tim/Chris moved and seconded to approve the Methow Land Adjustment with the Methow Community Group. Motion carried unanimous. Commissioner Fenton was designated signer.

SOP/SOG COMMITTEE REPORT: Chief Vallance shared a draft COVID19 vaccination and verifications policy for Commissioners to review.

PATEROS REPORT: Chief Kerry Heen reported firefighters responded to 3 MVA incidents, 3 wildland fire calls, 2 activated fire alarm, and assisted EMS at Alta Lake.

Firefighters completed EVIP, hydrant location, chimney fires training, and completed apparatus R&M.

Firefighters participated in the trunk or treat event at Pateros providing apples and candy.

BREWSTER REPORT: Chief Victor Vargas reported firefighters responded to 3 wildland fire calls, a tractor rollover incident and assisted EMS at Alta Lake. Firefighters have been training, completing R&M, and assisted citizens burning their burn piles.

ROCKY BUTTE REPORT: Captain Sal Rodriguez reported firefighters responded to 1 MVA incident and 1 tractor rollover incident. Firefighters continue to train with Brewster firefighters. Firefighters attended the Symposium training at Pateros and used the RB truck for the flammable liquids trailer.

A Tarantula was on the loose after an MVA incident!

METHOW REPORT: Chief Joe Kitzman reported firefighters responded to 1 wildland fire call and 2 MVA incidents.

Firefighters completed extrication training and winter ops. Firefighters will train at Pateros on November 18, 2021.

EMS DIRECTOR REPORT: Tonya reported communications was received today notifying us that the grant for 2 new ambulances has been awarded to the District. COVID19 update was given.

POP only Section 125 Plan was discussed. Under the new plan medical/Aflac premiums will be pre-tax contributions effective January 01, 2022.

A request was discussed for cash-out of unused annual leave due to COVID19 and limited staff due to vacant positions. No action was taken at this time.

An employee's resignation letter was shared with Commissioners. Lack of available childcare was cited as a contributing factor.

Resolution 10-2021 Bad Debt

Lonnie/Chris moved and seconded to approve resolution 10-2021. Motion carried unanimous.

NEW/UNFINISHED BUSINESS:

MEETING ADJOURNED AT 8:07 PM.

Kaylee Jensen, Board Secretary

Lonnie Fenton, Chairman