

**WENATCHEE VALLEY FIRE DEPARTMENT,
CHELAN COUNTY FIRE DISTRICT 1 & DOUGLAS COUNTY FIRE DISTRICT 2
MEETING MINUTES
APRIL 12, 2023**

Commissioners: Commissioner Castellente, Commissioner de Mestre, Commissioner Dormaier, Commissioner Fennell, Commissioner Johnson, Commissioner Zimmerman

Staff: Fire Chief Brian Brett, Battalion Chief Al Torres, Cindy Blaufuss

- I. Called to Order: 2:00 pm
- II. Additions and Deletions to Agenda: One item was added to the agenda as new business.
 1. Wenatchee Heights Quitclaim Deed
- III. Public Comments: No public comments.
- IV. Public Hearing: There weren't any members of the public present to offer comment on the proposed helicopter revenue and budget amendment.
- V. Consent Agenda: Commissioner Castellente made a motion to approve the consent agenda items. There was a second from Commissioner Johnson. The consent agenda items were approved.
- VI. Correspondence: The department received an email regarding Fire Station 17 staffing. Chief Brett plans to follow up with a phone call to the citizen.
- VII. Staff Reports:

Administration: Battalion Chief Torres said first quarter training focused on basic firefighting skills and totaled 6,040 hours. Training included the hose manual, policy review, apparatus familiarity, and extrication. Upcoming training includes Incident Safety Officer, HECM, wildland, and Blue Card. Wenatchee is hosting the Washington State Firefighter Association Conference in May. Chief Torres also manages the department's intranet site, The Cache, which serves as a central location for information and SharePoint Sites.

IAFF: No report.

Volunteers: Cindy distributed guidance presented by Brian Snure during a recent Volunteer Program webinar. The Volunteer application and agreement were updated based on the information presented.

The Volunteers are gearing up for the parade season.

VIII. Unfinished Business

1. Facilities:

Stemilt and Wenatchee Heights: The department received five proposals in response to the request for qualifications for the Stemilt and Wenatchee Heights architectural services. The Commissioners prefer to utilize a local architect.

Commissioner de Mestre made a motion to select MJ Neal for the architectural services related to Stemilt and Wenatchee Heights projects. There was a second from Commissioner Johnson; the motion failed.

After further discussion, Commissioner de Mestre made a motion to select DOH Architects for the Stemilt and Wenatchee Heights projects. There was a second from Commissioner Zimmerman. The motion was approved.

Fire Station 3: The water damage to the former Fire Station 3 has cost \$28,000 in mitigation and asbestos abatement. Chief Brett will request an estimate of the building's value from a commercial realtor.

The new Fire Station 3 is scheduled for occupancy on May 1. There isn't any update on the generator.

Fire Station 2: There weren't any bids for the repair work on the modular housing. Commissioner Dave Fennell has submitted a Small Works Roster Application for his business, and he is available to complete Fire Station 2 repair work. Chief Brett asked the attorney for guidance; Bob Siderius said it is acceptable to award the project to the Commissioner on a time and materials basis because no other bids were received. The Board did not have any objection to awarding the project to Dave Fennell.

A workstation with computer, printer, and internet is being set up at Fire Station 2. Chief Brett will follow up on the bay door that has been out of service.

Fire Station 14: Internet service has been installed and Chief Lindemann is getting quotes for a monitored security system.

Fire Station 4: HB Hansen has agreed to mitigate the damaged concrete at their expense during May.

2. Apparatus: Production on Ladder 4 has started; delivery is anticipated in September.

Chief Brett is updating the apparatus replacement schedule based on the recommendations of the Apparatus Committee. Tenders and Rescues will be prioritized with Tender 12 serving as a model to spec new tenders.

3. Aviation: HECM training is complete and went well. Still waiting on the DNR contract for 1MR. The new 1PR engine has been delivered to Northwest Helicopters.
4. Personnel: Temporary employment agreements are being utilized to hire volunteers to assist with the hydrant maintenance and Storz replacement. Responsibility for the CCFD1 hydrant program is being transferred to Chief Blanchard.

Commissioner de Mestre proposed an option to allow personnel to opt out of health insurance if they have double coverage. It could be a win-win option for the personnel and the department.

5. Policy Review:

Commissioner Castellente made a motion to approve the policies as presented. There was a second from Commissioner de Mestre. The policies were approved.

IX. New Business

1. Amended Helicopter Budget: The amended budget is based on 121-day contract and 50 hours of flight time for 1MR. It includes a carrier that will make moving the helicopter safer. Helicopter expenses will be monitored, and discretionary expenses eliminated if needed.

Commissioner de Mestre made a motion to approve the amended helicopter budget. Commissioner Zimmerman seconded the motion, and the budget was approved.

2. Wenatchee School District Fire apparatus Maintenance ILA:

Commissioner Zimmerman made a motion to approve the Interlocal Agreement. There was a second from Commissioner Johnson and the Agreement was approved.

3. Douglas County Fire District 5 Fire Apparatus Maintenance ILA:

Commissioner Castellente made a motion to approve the Agreement. There was a second from Commissioner de Mestre. The Interlocal Agreement was approved.

4. Transfer of Property, Quitclaim Deeds: There are three quitclaim deeds for consideration. The first two would transfer the property belonging to Chelan County Fire District 1 and Douglas County Fire District 2 to the Wenatchee Valley Fire Department. The third quitclaim deed will transfer ownership of the Wenatchee Heights Parcel on Bohart Road back to the Wenatchee Heights Reclamation District.

Commissioner de Mestre made a motion to approve all three Quitclaim Deed documents. There was a second from Commissioner Zimmerman. The Quitclaim Deeds were approved.

5. Petition for Annexation Fowler: The Petition requests annexation of a parcel located on Upper Peavine Road. The parcel has limited access seasonally. A neighboring parcel has been annexed. If annexed, the department will notify the owner regarding access limitations.

Commissioner de Mestre made a motion to approve Resolution 2023-001 and Resolution 2023-003. There was a second from Commissioner Zimmerman. Both Resolutions were adopted.

X. Other Business and Good of the Order:

- The department will begin reviewing data on the 1000 tax-exempt parcels located in Douglas County Fire District 2.
- Commissioner Zimmerman announced he will seek re-election.
- Next month's meeting has been rescheduled for Monday, May 8 at Fire Station 1.

XI. Adjourn – 4:40.

Respectfully submitted, Cindy Blaufuss