

# KLICKITAT COUNTY FIRE DISTRICT 3

200 Husum Street, Husum, WA 98623

Commissioner's Meeting

Thursday February 8 2018

MARCH

Called to order: 18:40

**Attendance:** Commissioner Montag, Commissioner Connor, Commissioner Virts, Chief Long, Secretary Plumb,

Public: Eric Bosler, Robert Meritt.

Approval of agenda:

***Motion to approve the agenda with the change to move discussion of the Bond measure (item 5) with Robert Merritt to the beginning of the meeting. Motion made by Commissioner Connor seconded by Commissioner Virts.***

- **Bond:** Chief Long updated the board on the process so far. He reminded the board that the Bond consultant they spoke with in early February stated she would not be able to work with us if we have not established the costs before March 1. Chief Long and Commissioner Virts spoke with Robert Merritt on 3/7/2018 to assess whether Mr. Merritt would be willing to assist us moving forward.

Currently the District has established the areas of need for capital improvement projects. There are several projects at each station that require upgrades. The cost of each project is still not clarified. While we have preliminary cost estimates the district should attempt to gain reputable estimates from industry experts. With lots of smaller projects it may be difficult to get it coordinated. The ideal will be to have a consultant or knowledgeable architect/engineering firm with access to experts in multiple disciplines to get solid cost estimates. Roz has been working through the process using MRSC Rosters for such a firm. But time is of the essence and the hiring of a consultant will cost the district money. Chief Long asked the Commissioners for help as both he and the secretary are not familiar with the process. There are also the hidden costs of the bond that we need to account for in the final bond request.

The Commissioners reviewed the current list of capital projects. The list was established several years ago under Chief Virts and there has been some headway made on items, for example the Bathroom project at station 32 was completed last year. The projects that have been completed were achieved using funds out of the annual operating budget and excess funds accumulated over the years.

Commissioner Montag requested clarification on the process to acquiring the cost estimates. Roz reviewed the Request for Qualifications (RFQ) that she has been building to send out to potential companies that may be qualified for the task of cost estimates. She noted that the MRSC Roster has a huge statewide list of companies and it is time consuming to review the current information listed on the website to establish which companies would be suitable. She also noted that the process will require interviews to hire the consultant. This will all take time. First step is to establish who to send RFQs to, then give time for the respective companies to respond if they are interested, then hold interviews, select the company that will be the best fit then negotiate a contract. Then the company

needs time to complete the cost estimates. All this should be done before the district approaches the voters for funding. Note that, should the bond be successful then the process is repeated for the contractor to oversee the completion of the projects (a general contractor to coordinate all the trades needed for the various projects).

Commissioner Virts noted that Mr., Meritt has experience with several bonds and with fire station upgrades. Mr. Merrit stated he may be interested in assisting the district but needs more information before he can commit.

Mr. Merrit asked the board to review a matrix he has established to track the progress and focus of the projects. He emphasized the need to focus on the established goals of the district. In 2015 The Commissioners established six goals to guide the capital improvement priorities of the district.

**Goal 1:** Improve overall turnout, response and initiation times for emergency incidents and improve WSRB rating.

**Goal 2:** Improve safety program, equipment and training for all KCFD3 operations and activities

**Goal 3:** Improve sustainability, capabilities, continuity of operations and emergency response at KCFD3 facilities.

**Goal 4:** Execute standardization and upgrading of emergency fire suppression, EMS and rescue equipment and fleet.

**Goal 5:** Reset regular operating budget to facilitate staffing and full funding of fire district amortization schedule.

**Goal 6:** Improve Fire district "All Risks" training capabilities.

All the projects identified for the bond should fit in to the goals above.

Mr. Merrit highlighted the importance of knowing the costs before the bond. If the estimates are not accurate and/or they miss the architectural costs (if needed), the bond counsel and interest costs, the sales tax, permit costs, also any change orders will cost the district. If the district is unable to fulfill the projects on the bond then the voters will not support the district in the future.

August 1 is the dead line for submitting the bond for the November ballot. We have established Bond Counsel with D Davidson. We still need to have a Bond attorney in place as they are responsible for writing the legal resolution for the Bond.

Public education will be vital for success. We will be keeping the Task Force involved and they have begun establishing talking points and frequently asked question responses.

Regarding the oversight of the projects there was discussion over the need for an architect, and questions regarding the legality of the district being the general contractor.

Chief asked the board to consider having Bob Merrit come in and review the projects and give input to the path forward.

Next meeting the commissioner will consider a contract with Mr. Merritt, or they can extend the current contract in place.

It will be possible to write a resolution that allows all cost spent in the preparation for the Bond can be reimbursed from the bond.

Mr. Merit will meet with Chief at some point to review the projects.

- **Public Discussion:**

None noted

- **Minutes of the last meeting:**

***Motion to approve the minutes of the February 8, 2018 Regular Business Meeting. Motion made by Commissioner Connor Seconded by Commissioner Virts.***

**Secretary's Report:**

**1. County Treasurer's Report for January 2018**

**February report is not available**

Beginning balance	\$343,656.64	Ending Balance	\$342,936.86
Deposits	\$20,487.44	Disbursements	\$21,207.22

**2018 District expenditure shows a year to date (March 8) total of \$ 90,425.95**

Reconciled County Treasurer's and Auditor's reports for January against District Accounts on 3/6/2018. Commissioner Connor reviewed general deposits, petty cash, payroll and reported no errors found.

**2. Bills and items to be signed: MOTION to approve bills made by Commissioner Connor, seconded by Commissioner Virts.**

i. Vouchers: Commissioner Voucher February 09 2017 to March 08 2018

- a). 02/15 \$3,563.61      b). 02/22 \$1,490.00      c). 02/28 \$4,160.45
- d). 03/05 \$ 790.61      e). 03/07/2018 \_\$5,871.63\_\_f). 03/08 2150.00

**Request for Funds:**

- a) AA&L annual vehicle maintenance \$2,150.00 – Commissioner approve payment of this budgeted item.
- b) Brush 323a \$7,000: Chief Long requested \$7000 to outfit the new Brush Engine. Initially this project was a grant request but it was unsuccessful. The District is still obligated to have the brush donated from the USFS to be wildland ready. The \$7000 will be used to standardize the 3 brush engines to NWCG standards and replace some wildland hose. The request is to pull funds from the cash balance.

***Motion to Authorize spending up to \$7,000 for the purpose of standardizing the Brush engines to NWCG standards, made by Commissioner Connor, seconded by Commissioner Virts. Passed.***

**3. 2018 Operating Budget. :**

**Anticipated budget is \$421,656.12**

**Expenditure \$65,425.95 (16%).**

**Other expenditure: \$25,000 into investments from cash balance lead to total expenditure \$90,425.95.**

**4. Investment of funds**

District is maintaining \$130,607.00 invested funds. The investment officers have placed the budgeted funds of \$3,807 for the volunteers Accident insurance into the investments. In December 2017 the Commissioners approved paying a 3 year premium of \$10,000, with a cost savings of \$1,0000. The district will continue to budget for the annual premium and invest those funds until the next premium is due.

**5. Correspondence:**

**WFCA-** Snure seminar in Camas- Commissioner Connor is registered.

**Public Record request** – re; employees and 2017 wages

**6. Current priority projects include:**

- Public records request
- BVFF pension qualifications
- Bond RFQ for architect/Engineers
- 2017 Financial Report due in May.
- Archiving records

• **Chief's Report:** See attached. Key points:

A joint Safety Committee is now established with members from both White Salmon and KCFD3. WSRB has been in to review the district and we are waiting for the final report. The District will notify the public of any changes to the rating class. Key factors will be improving response times and the number of qualified Firefighters responding to a structure fire.

• **Ongoing business:**

**1. Personnel/Payroll :**

- a) **Contracts** – Brian Snure has reviewed the secretary's Contract and had some recommendations.

***Motion to approve 2% cost of living increase to salaries for paid employees made by Commissioner Connor, seconded by Commissioner Virts. Motion Passed.***

***Motion to make 2018 contracts retroactive to the 1<sup>st</sup> of January 2018 made by Commissioner Connor, Seconded by Commissioner Virts. Motion Passed.***

**2. Training Officer Position:** Commissioner Montag has met with the City Mayors.

White Salmon- Mayor Poucher stated he would be willing to put in for ¼ of the cost of a full time employee. However, he still needs to run this by the City Council. Commissioner Montag also presented the idea to Bingen City Council at a public meeting. He then met with Mayor Barns but has not heard back on the status of their decision.

Skamania County FD 3 – Commissioner Montag will be meeting with the Fire Commissioners on 3/13/2018 to follow up on their letter stating they would be willing to commit \$6000 towards the employee costs.

There will obviously be more negotiations over costs above the salary and benefits, but that can be reviewed with Legal Counsel at a later date. Examples include cost of truck/fuel/ uniforms and their operating costs.

**3. Policies:**

b) Billing for service out of district. Chief presented a draft of a policy and will follow up at the next meeting.

**4. Post Office:**

Commissioner Connor reviewed the status of the options to relocate the Post office onto Fire District property. There have been several requests to adjust the contract, but the USPS has not addressed the concerns the Commissioner have put forward.

Commissioner Connor stated he is now against the project. He commented that the Commissioners are responsible for life safety and property protection, and not being land lords. [Commissioner is referencing the purposes and functions of a fire district set forth in RCW 52.02.020, to provide: 1). Fire prevention services, 2). Fire Suppression Services, 3). Emergency Medical Services, and 4). The Protection of Life and Property. Commissioners are to focus efforts and services on actions that will further the above purposes. Commissioners do not have the legal authority to undertake or direct actions outside of the scope of the above authorities].

Commissioner Virts also expressed concerns and is not prepared to take responsibility for the cost of maintenance. He also pointed out that the rent would be paid in arrears not up front as is usual for any other rental agreement. He would like to support the local community but is now against the project.

Commissioner Montag, noted that there are concerns with the road maintenance and snow clearing. He also agreed the Fire District is responsible for Fire and EMS response, not to be land lords.

***Motion to notify the USPS that the District is no longer in favor of them siting a modular building on the premises at this time. Made by Commissioner Virts Seconded by Commissioner Connor.***

Commissioner Montag asked what the other Commissioners think about the option to accommodate temporary mail boxes on district property. Commissioner Connor noted he had asked several times to see a contract on the matter but has not had any response. Commissioner Virts noted that it has not been mentioned in any of the paperwork from the USPS.

Chief Long noted that given the poor response from the USPS it is unlikely the boxes would be temporary. Chief Long made a recommendation that the board also not entertain the idea. (For the record Chief Long has been for the project in order to maintain service for the community).

**5. Bond Update:** See First order of business above

**6. Dry creek Billing:** A letter was sent to the property owner via the Sherriff's Office. We have confirmation the letter was received by The property owner. The letter explained that the property was not in the district and explained the cost for service. The letter stated that the Commissioners would forgive the fee for service if the property was annexed into the district. A petition to annex was included in the letter. No response has been received to date.

***Commissioner Virts motioned the district should follow up with another letter sent via the Sherriff Office. Seconded by Commissioner Connor. Motion Passed.***

**7. Dispatch Fees:** no information at this time.

**8. Snowden Community Council Sign:** The Community Council has not had a meeting since the last KCFD 3 meeting.

**Annexation of property:** Following the hearing on 03/08/2018 at 18:30, for the petition to annex property located at **1495 Hwy 141 White Salmon WA 98672**

**Legal: A tract of land lying in the Northwest ¼ of section 35, Township 5 North, Range 10 East, Willamette Meridian, Klickitat County, Washington. (parcel# 05-10-3500-0012/00)**

Commissioners approved annexation.

***Motion to approve resolution 2018-09 A resolution to annex properties into the Fire District, Made by Commissioner Virts, seconded by Commissioner Connor.***

**New Business:**

1. **Vehicles:** Chief requested permission to replace the command vehicle and the training vehicle. Both vehicles have been on the replacement list for several years. The vehicles would be available to the volunteers to take to out of town trainings, and eventually have small pumps and tanks to enable initial attack and utilitarian needs of the district. It was noted that even used vehicles are expensive with all the additional equipment needed for emergency response (radios, lights etc.). Used verses new was discussed. While used are cheaper they will require more maintenance and replacement sooner. A new vehicle could be purchased under the state bid process. Light bars, radios, decals and sales tax will also need to be accounted for. Considerations are the use the vehicles will get. The Command vehicle will be driven more than the training vehicle. The current fleet is aging. Chief recommended the Commissioners consider replacements this year. The District can then move towards replacing the fire Engines. He also suggested the Commissioners resolve to include the vehicles in the bond if it is successful. In the meantime funding would be from the cash reserve. It was also noted that while the Chief was on Mobilizations last summer the district was reimbursed for his time and for the use of the command vehicle. The reimbursement was over \$40,000.00.

**Good of the Order:**

Eric Bosler commented that he thinks inviting Robert Merritt to the table for the Bond is a good idea.

**Next meeting:** Regular meeting April 12, 2018

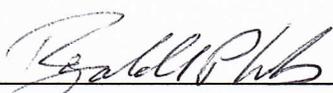
***Motion to adjourn made by Commissioner Connor, seconded by commissioner Virts.***

***Meeting adjourned: 21:14***

**APPROVED BY:**

**Attest:**

  
Chairman – Commissioner Thomas Montag. (date)

  
District Secretary Rozalind Plumb

  
Commissioner Robert Connor (date)

  
Commissioner Charles Virts (date)

**Klickitat County Fire District 3 Commissioners Meeting**

**200 Husum Street Husum, WA .**

**March 8, 2018 @ 6:30 pm**

**AGENDA**

**Regular Board meeting.**

(A) = Action (I) = Information

- **Open Meeting:** Call to order. Time \_\_\_\_\_
- **Approval of agenda (A)**
- **Attendance:**
- **Public Discussion:**
- **Minutes of last meeting: (A) February 8 2018** business meeting.
- **Secretary's Report:** 1. Treasurer's report. 2. Bills and items to be signed (A) 3. 2018 Budget 4. Invested funds. 5. Correspondence. 6. Request for funds:
- **Chief's Report: (I)**
- **Training Report: (I)**
- **On Going Business:**
  1. **Personnel/Payroll :**
    - a) **2018 Contracts for paid staff.** – Approval of 2018 contracts as discussed in Executive session on 2/8/2018 authorizing a 2% Cost of Living and pay increase over 2017 contracts, and reviewed by legal counsel.
  2. **Training Officer Position- (I) Montag**
  3. **Policies:**
  4. **US Post Office** – relocation of Post Office. –(I) Connor
  5. **Bond** –update. – (I)
  6. **Dry creek structure protection:** Attempt to resolve billing for structure protection during the Dry Creek fire at property outside the fire district.
  7. **Dispatch Fees**
  8. **Snowden Community Sign** – Update – Connor
  9. **Annexation** – petition to annex property into district. **Resolution 2018-09** resolution to annex property into KCFD3.(A)
- **New Business:**
  1. **Replace vehicles:** Request to replace Command and utility vehicles. Resolution to replace vehicles using available cash balance funds, and establish a resolution to reimburse cash funds from Bond funding if it is successful. **Draft resolution.**
  - 2.
- **Good of the order:**
- **Next meeting:** Regular meeting **April 12** 2018.
- **Motion to adjourn: (A) Time** \_\_\_\_\_

**BVFF** local trustees meeting – As it is not part of the Commissioner's meeting it can be held after the meeting. TIME: \_\_\_\_\_



**KLICKITAT COUNTY  
TREASURER REPORT  
JANUARY 2018**

Fund No.: 667.1

Fund Name: FIRE DIST 3

BEGINNING CASH BALANCE	1	\$	343,656.64
+++ Increases ++++			
Receipts (Revenue Dist Rpt)	2		20,487.44
Netted Transactions	3		-
Matured Investments	4		-
Interfund Transfers - In (397)	5		-
Other Revenue - JE's	6		-
Subtotal Increases	7		20,487.44
<< Disbursements >>			
Other Expenditures - JE & KC AP	8		12,024.21
Interfund Transfers - Out (597)	9		-
New Investments	10		-
Disbursements (AP & PR)	11		-
E - Transactions (ACH & EFTPS)	12		9,183.01
Debt Service P&I	13		-
Other	14		-
Subtotal Disbursements	15		21,207.22
ENDING CASH BALANCE	16	\$	342,936.86

**WARRANTS**

Previous Month O/S	17		-
Issued (+)	18		-
Redeemed (-)	19		-
Canceled (-)	20		-
WARRANTS OUTSTANDING (O/S)	21		-

Cash Balance <O/S Warrants > 22 \$ 342,936.86

**INVESTMENTS**

Beginning Inv Balance	23		101,800.00
Matured Investments	24		-
New Investments	25		-
ENDING INVESTMENT BALANCE	26		101,800.00

**DEBT SERVICE/BOND ACTIVITY**

Beginning Bond Principle Balance	27		(48,991.68)
Bond Principle Payments	28		-
Bond Interest Payments	29		-
ENDING BOND PRINCIPLE BALANCE	30		(48,991.68)

# 2018 Operating Budget

This budget sheet is connected to the expenditure spreadsheet.

## Klickitat County Fire District 3

updated 3/8/2018

### BUDGET 2018

Category	Original Budget	February expenditure	expenditure YTD	Balance	% Used	notes
Salaries & Wages + employee paid benefits	139,398.30	9,056.81	28,338.58	111,059.72	20%	
Benefits (excluding employee paid)	42,432.00	1,387.18	3,614.80	38,817.20	9%	
Volunteer Stipend	18,000.00	-	715.04	17,284.96	4%	paid 2017 dry creek fire \$ owed.
Volunteer Disability/Pension/lifeflight	8,907.00	-	4,957.00	3,950.00	56%	paid LF.
Volunteer Recognition	2,700.00	2,414.59	2,499.23	200.77	93%	\$1,196.23 reimbursements due
Office Expense/Supplies	6,000.00	302.04	766.84	5,233.16	13%	
Professional Services	8,000.00	189.00	2,424.88	5,575.12	30%	
Insurance	16,500.00	-	-	16,500.00	0%	
Communications	4,500.00	160.50	160.50	4,339.50	4%	
Advertising	1,300.00	56.57	56.57	1,243.43	4%	
Vehicle Parts/Repairs/service	14,100.00	2.00	3,651.00	10,449.00	26%	
Rescue - Apparatus/Supplies	7,500.00	-	1,925.30	5,574.70	26%	
Fuel	8,000.00	598.69	1,336.01	6,663.99	17%	
Station Repairs/Supplies	10,000.00	479.56	4,761.75	5,238.25	48%	
Utilities Services	17,000.00	1,438.94	3,349.73	13,650.27	20%	
Travel & Meals	3,000.00	-	825.35	2,174.65	28%	
Training	9,000.00	3,091.17	3,888.95	5,111.05	43%	
Fire Supplies	15,000.00	176.71	649.77	14,350.23	4%	
EMS Supplies	9,500.00	143.00	317.09	9,182.91	3%	
Uniform/apparel	2,000.00	-	-	2,000.00	0%	
Prevention	1,500.00	-	-	1,500.00	0%	
Long Term Loans (Ambulance)	51,223.00	-	-	51,223.00	0%	
Taxes (for previous year)	2,000.00	-	1,229.55	770.45	61%	
Dues & Fees	2,500.00	-	(41.99)	2,541.99	-2%	
Municipal Pool Reserve	21,595.82	-	-	21,595.82	0%	
Capital Pool	-	-	-	-	0.00%	
<b>Total budgeted expenditure</b>	<b>421,656.12</b>	<b>19,496.76</b>	<b>65,425.95</b>	<b>356,230.17</b>	<b>16%</b>	
Capital projects using cash balance						
2017 invested funds		25,000.00	25,000.00			
GRANT / other spending		-	-			
<b>Total Actual Expenditure</b>	<b>421,656.12</b>	<b>44,496.76</b>	<b>90,425.95</b>	<b>331,230.17</b>		
av property tax estimated in November 2017	431,916.33					
04/14/17 property tax confirmed from Assessor			90,425.95	(90,425.95)		
<b>Revenue from Wildland ( - )</b>	<b>13,728.00</b>					
<b>Expense for Wildland</b>						

# Klickitat County Fire District 3 Fiscal Planning Worksheet Years 2016-2025

2016	2017	2018	2019	2020	2021	2022	2023	2024
Continue vehicle maintenance program SCBA flow & fit testing Pump testing Hose testing Ladder testing Gurney/Cot testing SCBA fit testing Replace/repaint Medic 316 (1998) Replace/sail Brush 323 (1984) Consider capital projects for the November ballot Replace Chief's vehicle (1997) Purchase computer for Training Capt's desk at Sta 31 & 32 Acquire material & build training props (SD&S) Convert Sta. 32's restroom facility & sell propane commode Install propane heaters at Sta. 32 Seek funding to revamp Sta. 31's restroom facilities Repair/re-pave/seal ramp at Sta. 32 Install computer network & server Continue search for station sites in UGA Continue regionalization efforts	Increase vehicle maintenance program SCBA flow & fit testing Pump testing Hose testing Ladder testing Gurney/Cot testing SCBA fit testing Replace Training Utility Vehicle (1998) Replace Dist. Secretaries computer Replace concrete floor in bays at Sta. 31 Repair Blacktop at Station 32 Purchase computer for Training Capt's desk at Sta 31 & 32 Electronic Storage Capital Improvement Levy Convert Sta. 32's restroom facility & sell propane commode Construct training props Seek funding to revamp Sta. 31's restroom facilities Repair/re-pave/seal ramp at Sta. 32 Install/purchase computer network or server Continue search for station site in UGA Continue regionalization efforts Stock new Brush apparatus with required equipment ~	Continue vehicle maintenance program SCBA flow & fit testing Pump testing Hose testing Ladder testing Gurney/Cot testing SCBA fit testing Replace Training/Utility Vehicle (1998) Extend Station 2 20' east Replace concrete floor in bays at Sta. 31 Replace Chief's vehicle (1997) Replace District Secretary Computer Purchase Server for Electronic Storage Capital Improvement Levy Replace two door openers if possible Construct training props Seek funding to revamp Sta. 31's restroom facilities Repair/re-pave/seal ramp at Sta. 32 Install/purchase computer network or server Continue search for station site in UGA Continue regionalization efforts Stock new Brush apparatus with required equipment ~	Continue vehicle maintenance program SCBA flow & fit testing Pump testing Hose testing Ladder testing Gurney/Cot testing SCBA fit testing Replace AARF Truck Repair Blacktop at Station 32 Seek funding for generator's at Sta 31 & 32	Continue vehicle maintenance program SCBA flow & fit testing Pump testing Hose testing Ladder testing Gurney/Cot testing SCBA fit testing Replace Chief's Computer	Continue vehicle maintenance program SCBA flow & fit testing Pump testing Hose testing Ladder testing Gurney/Cot testing SCBA fit testing	Continue vehicle maintenance program SCBA flow & fit testing Pump testing Hose testing Ladder testing Gurney/Cot testing SCBA fit testing	Continue vehicle maintenance program SCBA flow & fit testing Pump testing Hose testing Ladder testing Gurney/Cot testing SCBA fit testing	Continue vehicle maintenance program SCBA flow & fit testing Pump testing Hose testing Ladder testing Gurney/Cot testing SCBA fit testing
	In progress	Not Achieved						
	Completed	Planning						
	Added Project							

# Klickitat County Fire District #3



*Board of Fire Commissioners*

## Capital Projects Matrix

ITEM	DESCRIPTION	DECISION POINT
<p><b>Task Force Recommendations</b></p>	<p>“Are the KCFD#3 Community Task Force Findings and Recommendations still ‘relative’ to the Fire Districts strategic direction?”</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>KCFD#3 Capital Project Goals</b></p>	<p>“Are the KCFD#3 [previously adopted] Capital Projects Goals still ‘relative’ to the Fire Districts strategic direction?”</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>Should future ‘cooperative efforts’ with other emergency services entities be considered in the capital projects?</b></p>		<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>Is the Board in favor of a ‘bond option’ to address the Capital needs of the Fire District?</b></p>		<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

# Fire Chief's Report to Board of Commissioners

## March 8, 2018

### Safety:

- Tony Gilmer has successfully put together a Safety Committee for both FD 3 and WSFD. Members will consist of: Jeremy Mollie Krall Suzanne Glaser Brandon Hardesty Karalee Chabotte and active participation between Bill Hunsaker and myself. (see separate agenda email)
- No injuries or accidents

### Customer Service (emergent and non-emergent):

- See attached Emergencyreporting.com summaries
- Two structure fires since your last meeting. One chimney fire. 12 reportable calls since February 8. Three not reportable due no response from FD 3. Total of 15 dispatches for SW Fire to all event types.

### Projects:

- Survey and Ratings evaluation for Fire District #3 completed on March 5<sup>th</sup>. Waiting for final score notification which is expected to be in a couple weeks.
- EMT Basic continues at Station 31 with a remote classroom in Goldendale. Monday Wednesday and Saturday classes are ongoing.
- Training Officer Proposal to the Board. – Continuing – Commissioner Montag
- Second abandoned car at Station 32. Used Chief's vehicle to drag it away from the truck bays. Notified KCSO where I was able to contact the owner. Threatened them with a bill if we had to tow it. They came and got it the next day. Junk cars being dumped off seem to be a problem in the region lately.
- Apparatus inspections, maintenance and repairs are nearly complete. We have not performed full services on the AARF truck (B334) because it was ran a total of 76 miles in 2017. Collecting price quotes to replace leaf springs on the back of Brush 322. Truck is sagging in the back due to weight during its life cycle. Will evaluate cost vs. benefit as soon as the number comes in.
- Received a decline notice for \$12,000 DNR grant. Grant was intended to equip the new brush truck and outfit all three with like equipment that meets NWCG standards. Request the Board consider approving \$8,000 purchase to completely equip this brush unit. Contacted Klickitat County Commissioners via email inquiring about landfill grant funds. Waiting for response.
- DNR Phase I Grant opening March 9<sup>th</sup>. This grant is for firefighter PPE. 50% Cost Share.
- WT324 ladder. Receiving a ladder from Mosier Fire at no cost. This 24' ladder is current on its required test. Cost savings of \$1300.00.
- Discovered a few SCBA bottles that will need to be sent out for required hydro-testing. Total of 8 bottles are \$50.00/each plus expense go get them to the shop and back.
- Planning to begin the 2017 Annual Report sometime this month.
- Attended Central Washington Interagency Training Academy planning meeting in Ellensburg on 2/8/18. Did not attend today's meeting 3/7 due to other activities. I will be assisting with instruction in Glead Washington during the second week in May.
- Working on the CWPP evaluation form. (Community Wildfire Protection Plan). Continuing project.
- Traveled to Vancouver to test EMT students on two occasions last month. One more session is scheduled for April for final state testing.
- Evaluating State EMT B finals in Vancouver on 3/17

- Firefighter's Association meeting 3/6/18. Requested that the Firefighter's Association consider reaching out to White Salmon Volunteer Association to determine how we can work together for community events. I.e. Spring Fest, Huckleberry Pancake Feed, Spaghetti Feed, Annual Awards Banquet etc.....
- Seeking assistance for economical ideas to improve Station 32's "curb appeal". Improve the grounds without creating more maintenance and/or work to do seasonally. The weeds need to disappear somehow.
- Considering purchasing material to clean up firefighter parking area by the water tank.
- Worked with Fordyce Water Association and obtained 12,000 gallons of water. The water storage tanks on upper Snowden Road and Tunnel Road are verified full.
- Weighed Station 1 Engine, Tender and Brush (Axle weights) to comply with WSRB rule of annual weighting. Firefighter Sheppard is working to get Station 2 and 3 apparatus down to SDS to get them weighed. When completed, all apparatus will have posted labels of gross weight and apparatus height posted on the inside driver's windshields. Captain Helton will send the weight tickets in to WSP to obtain overweight permits in order to be fully compliant with DOT commercial vehicle restrictions.
- Beginning annual wildland Red Card renewal paperwork. Work history records for each firefighter must be sent to DNR before they will renew Red Cards.
- Beginning plans for annual Red Card refresher training. This year Red Card holders will be 'pack testing' with me. 3 mile walk with 45 pound vest under 45 minutes.
- Working with Captain Renault to get vacuum splints into the EMS apparatus. He purchased some last year, but has yet to get the complete equipment in place. Problem with the ordering.
- Eric Bosler has submitted response to Klickitat County Planning reference a residential lot construction on NW Spring Street. We (FD3) have provided the County written notification that we object to one particular flag lot and the slope/angle of the potential driveway due to hazards associated with a neighboring property. I expect the developer may contact us after their next Plans Review with the County. This particular lot has space restrictions that are making it difficult for the developer to adhere to a road approach angle of less than 4%. The driveway (down and north) far exceed a 10% slope triggering concerns with sliding card in inclement weather and poor access for emergency services to a residential structure.

**Training:**

- EMT Michelle Renault held a very thorough EMS/MVA training session with practical. The purpose of this event was to reinforce 360' incident size ups, resource management, safety, special hazards and consistent response by emergency personnel. KCEMS and BWSPD were invited to attend. Only Officer Ashley Hackett attended and was a great participant. She was also to provide our folks with important information to better understand the needs of law enforcement.
- Captain Jess Wardwell is working on a Structure Fire response training plan for the next Tuesday evening drill.
- While I have not conducted an actual count, the attached summary shows participation in numbers for each training session since your last meeting.

**Community Events:** None to report at this time

**Personal Activities and Achievements:** None at this time.

Respectfully submitted: Wes Long – Fire Chief

# Klickitat Fire District #3

Husum, WA

This report was generated on 3/7/2018 3:08:57 PM



**Count of Classes and People by Class Category with Class Hours and Man Hours for Date Range Passed/Failed: Both Passed and Failed | Start Date: 02/08/2018 | End Date: 03/08/2018**

## 5.5.3 Clean And Checking Equipment

	Class Count	Total Class Hours	Count of People	Total Man Hours
	1	3:00	13	39:00
<b>Total :</b>	<b>1</b>	<b>3:00</b>	<b>13</b>	<b>39:00</b>

## EMS-Skills

	Class Count	Total Class Hours	Count of People	Total Man Hours
	1	3:00	14	42:00
<b>Total :</b>	<b>1</b>	<b>3:00</b>	<b>14</b>	<b>42:00</b>

## EVIP Drivers Training

	Class Count	Total Class Hours	Count of People	Total Man Hours
	1	3:00	34	102:00
	1	6:00	1	6:00
<b>Total :</b>	<b>2</b>	<b>9:00</b>	<b>35</b>	<b>108:00</b>

## Vehicle/Farm Implement/Machinery Extrication

	Class Count	Total Class Hours	Count of People	Total Man Hours
	1	3:00	14	42:00
<b>Total :</b>	<b>1</b>	<b>3:00</b>	<b>14</b>	<b>42:00</b>

	Grand Total Class Count	Grand Total Class Hours	Grand Total People	Grand Total Man Hours
	5	18:00	76	231:00

This report lists the actual count of Reviewed classes and the class hours, and the number of people who attended those classes and the total Man Hours for each Class Category



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