

# KLICKITAT COUNTY FIRE DISTRICT 3

200 Husum Street, Husum, WA 98623

Commissioner's Meeting

Thursday September 8, 2022

This meeting was available using remote online video and telephone technology. The district posted notice of how to access the meeting (Website).

**Call to Order:** 15:00 (3p.m.)

## ATTENDANCE

Commissioner Montag (Chair), Commissioner Connor (Vice Chair), Commissioner Virts. - (Quorum),  
Staff: Wes Long (Fire Chief), Jenifer McLean (Administrative Assistant), Rozalind Plumb (District Secretary), Eric Bosler (Fire Prevention)  
Public: Melinda Heindel

## APPROVAL of AGENDA

Noted addition to the posted agenda.

*"Motion to approve the agenda as presented for September 8, 2022." -made by commissioner Connor, Seconded by Commissioner Virts. (3 yay, 0 nay) motion passed.*

## MINUTES of LAST MEETING

### August 11<sup>th</sup>, 2022, Regular Business meeting

*"Motion to approve the regular business minutes for August 11<sup>th</sup>, 2022" made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.*

### August 11<sup>th</sup>, 2022, Annexation Hearing

*"Motion to approve the hearing minutes for the 11<sup>th</sup> of August 2022." made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.*

**SECRETARY'S/FINANCE REPORT:** See attached report for details.

County Treasurers Report for August has not been received.

- **GENERAL EXPENSE FUND 667.1**

*"Motion to approve the General scripts." made by Commissioner Connor, seconded by Commissioner Virts (3 yay, 0 nay) motion passed.*

- **CAPITAL EXPENSE FUND 667.3**

*"Move to approve the capital expenditures as presented." Motion made by Commissioner Connor Seconded by Commissioner Virts (3 yay, 0 nay) motion passed.*

Investments: General fund \$966,418, Capital, \$339,537.96

**CHIEF'S/TRAINING REPORT – see attached.**

Chief reviewed projects underway. Clarification on the grading at stations 32 and 33 – need to get rid of the grass and vegetation and determine a cost-effective way to keep the site clear and well drained. And ADA Access at station 31.

We filled our own SCBAs after training yesterday in the new air fill. This is an important milestone for the district.

Fire prevention and fuels reduction. DNR has launched 2 campaigns to reach out to landowners and the fire district will be involved for wildfire protection.

Fire Academy will be starting this month and we have 3 new members.

**ON GOING BUSINESS:**

**1. PERSONNEL:**

**2. POLICIES:**

**3. BOND:**

**Station 31**

- Progress report - Some follow up on heat in the bathrooms st 31 and power to the stoves in the kitchen. Closing invoices with jeff Dellis (will not be finished until 31 is complete).
- Bathrooms – on hold will have to use MRSC Small public Works Roster for bids.
- Kitchen – need power and gas to stoves and sink installed.
- Training room -kitchenette- need countertop and cabinets installed
- Radio- base station is running still need the towers completed.
- Fence- We need commercial grade fencing around the perimeter of station 31 and around the propane tanks at station 32. Review the cost for 2023 budget.

**4. STATION 32 /COLLAPSE**

Contract is complete. Notice of Completion has been submitted to the state and we are waiting for the state to authorize the release of the retainage.

**5. SURPLUS**

- Chief Long is working on building a list of items to present to the board

**6. OUT OF DISTRICT BILLING – Nothing to report.**

**7. ENGINE REPLACEMENT -waiting for contract revision to be completed then Commissioner Virts can sign the contract.**

**8. Annexation**

8 parcels requesting annexation (Lyons Rd area) - postpone to next month after hearing.

**9. CITY OF WHITE SALMON/COOPERATIVE SERVICE OPPORTUNITIES**

City is still looking for a member of the task force. The dates are still to be set by the task force and the Consultant will meet on their schedule.

**NEW BUSINESS:**

**1. 2023 Budget**

Sept 13 Staff workshop,  
October 4<sup>th</sup> 10:30am Budget Workshop,  
Oct 13 1pm Budget Hearing.

Commissioner Connor will attend the September 13 staff workshop.

**PUBLIC DISCUSSION:**

Eric Bosler – question the use of volunteers for finalizing the projects like fencing. The issue is the dollar threshold for public works projects that must follow state laws.

Commissioner Connor – asked about Fire danger and burn ban lifts – Chief noted that the grass fuel loads are high from the wet spring, but with changes in the seasonal weather we should be seeing cooler nights with increased moisture. The chiefs in each zone will coordinate with the County Commissioners regarding the burn ban dates.

**GOOD OF THE ORDER:** Mark your calendar for the Recognition and Retirement Picnic September 17<sup>th</sup> 3pm at Rhinegarten Park.

**NEXT MEETING:**

Budget Workshop, October 4<sup>th</sup> 10:30am,  
Budget Hearing October 13<sup>th</sup> 1pm (13:00hrs).  
Annexation hearing October 13<sup>th</sup> 2:30pm (14:30hrs)  
Regular Board Meeting will be THURSDAY October 13<sup>th</sup> at 3pm (1500hrs).

**ADJOURN.**

***Motion to adjourn made by Commissioner Connor, Seconded by Commissioner Virts (3 yay, 0 nay) motion passed.***


Meeting adjourned at 15:42 hrs.


**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.**  
**September 9, 2022 at 15:00 (3 pm).**

**AGENDA**

**REGULAR BOARD MEETING**

Join Zoom Meeting	<a href="https://us02web.zoom.us/j/82329271412?pwd=NjRJa1VFUEJJaFNOMUJlc0RVZmdlZz09">https://us02web.zoom.us/j/82329271412?pwd=NjRJa1VFUEJJaFNOMUJlc0RVZmdlZz09</a>
Dial by your location	+1 253 215 8782 US (Tacoma)
Meeting ID	823 2927 1412
Password	493608

The recommendations for in person meetings are subject to change. The district will continue to provide remote access for the public.

- **Open Meeting:** Call to order. Time \_\_\_\_\_
  - **Attendance**
  - **Approval of agenda**
  - **Minutes of last meetings:**
    - August 11<sup>th</sup> – Regular Business Meeting (3pm)
    - August 11<sup>th</sup> Annexation hearing Minutes
  - **Secretary / Finance Report**
  - **Chief's / Training Report**
  - **On Going Business**
    1. **Personnel:**
    2. **Policies:**
    3. **BOND**
      - CAPITAL PROJECTS
        - a) Progress report
        - b) Bathrooms (MRSC Small public Works)
        - c) Kitchen
        - d) Training room -kitchenette
        - e) Radio
        - f) Fence
      - CAPITAL PURCHASES
  - 4. **Station 32 Collapse**
    - Rebuild Complete – billing still in progress
  - 5. **Surplus**
  - 6. **Out of District Billing** – (2020 141 fire) collections.
  - 7. **Engine Replacement**
  - 8. **Annexation-** 8 parcels requesting annexation (Lyons Rd area) - postpone to next month
  - 9. **City of White Salmon /Cooperative Services.** update
- **New Business:**
  1. **2023 Budget planning-**  
Sept 13 Staff workshop,  
October 4<sup>th</sup> 10:30am Budget workshop,  
Oct 13 1pm Budget Hearing,
- **Public Discussion:**
- **Good of the order:**
- **Next meeting:** See Budget schedule. Regular meeting: Thursday October 13<sup>th</sup> 3:00 pm.
- **Motion to adjourn:** (A) Time \_\_\_\_\_

## September 08, 2022 Secretary's Report

### County Treasurer's Report for July (August 2022 not available)

	Fund	Beginning Balance	Deposits	Disbursements	Ending Balance
1	General 667.1	527,277.83			
2	Capital 667.3	2,225.88			
3	Bond 667.2	449,548.14			
4	Invested Gen	966,418.88			
5	Invested CAP	339,537.96			

**1. GENERAL EXPENSE FUND 667.1:**

See 2022 Operating Budget table and graphs.

**Operating BUDGET**

Budget	Year to date expenditure	% of operating budget	Ending Balance
<b>\$504,872.24</b>	<b>\$284,132.70</b>	<b>56%</b>	<b>\$220,739.54</b>

Additional Expenditure from General Fund	\$
expenditure (grants etc.)	0
expenditure- Stn 32 collapse	343,177.98
<b>Total expenditure from General Fund</b>	<b>628,855.09</b>

**General Expenditure Scripts for approval**

Date	Amount	Date	Amount
8/17/22	35,045.00		
8/29/22	622.25		
9/7/22	6245.57		

**2. CAPITAL FUND 667.3:**

**Original balance: \$3,220,750.00** See 2022 Capital summary

Capital Expenditure Scripts for Approval

Date	Amount
8/24/22	1,250.00
9/7/22	18,106.62

**3. BOND FUND 667.2:**

Debt repayment schedule (2022 June 1 \$58,473.18, December 1 \$176,888.74)

2018 12/18	\$3,225,750.00			
year	Principle	Interest	Sub Total	Annual Total
2019	115435.14	119,926.78		235,361.92
2020	113,981.67	121,380.24		235,361.91
2021	118,415.56	116946.36		235,361.92
2022 June		58,473.18	58473.18	58,473.18
2022 Dec				

**4. Invested General Funds: \$966,418.88**

**5. Invested Capital Funds: \$339,537.96**

**6. Internal Review and reconciliation**

	Date	By
Treasurer's Report	9/7/22 (July)	Commissioner Connor
Auditor's Report	9/7/22 (July)	"
Credit Card	9/7/22	"
Petty Cash	9/7/22	"
Payroll	9/7/22	"
General Deposits	9/7/22	"

**7. Correspondence:**

**8. Current priority projects include:**

- Capital projects L&I/DoR processing for retainers.
- Budget



**KLICKITAT COUNTY  
TREASURER REPORT  
July 2022**

	Fund No.:	667.1	667.2	667.3
	Fund Name:	FIRE DIST 3	FIRE DIST 3 BOND	FIRE DIST 3 CAP
<b>BEGINNING CASH BALANCE</b>	1	\$ 527,277.83	\$ 449,548.14	\$ 2,225.88
+++ Increases ++++				
Receipts (Revenue Dist Rpt)	2	3,162.56	1,535.08	298.65
Netted Transactions	3	-	-	-
Matured Investments	4	-	-	86,060.13
Interfund Transfers - In (397)	5	-	-	-
Other Revenue - JE's	6	-	-	-
<b>Subtotal Increases</b>	7	<b>3,162.56</b>	<b>1,535.08</b>	<b>86,358.78</b>
<< Disbursements >>				
Other Expenditures - JE & KC AP	8	174,039.17	-	78,046.77
Interfund Transfers - Out (597)	9	-	-	-
New Investments	10	-	-	-
Disbursements (AP & PR)	11	-	-	-
E - Transactions (ACH & EFTPS)	12	13,977.91	-	-
Debt Service P&I	13	-	-	-
Other	14	-	-	-
<b>Subtotal Disbursements</b>	15	<b>188,017.08</b>	<b>-</b>	<b>78,046.77</b>
<b>ENDING CASH BALANCE</b>	16	<b>\$ 342,423.31</b>	<b>\$ 451,083.22</b>	<b>\$ 10,537.89</b>
<b>WARRANTS</b>				
Previous Month O/S	17	-	-	-
Issued (+)	18	-	-	-
Redeemed (-)	19	-	-	-
Canceled (-)	20	-	-	-
<b>WARRANTS OUTSTANDING (O/S)</b>	21	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash Balance &lt;O/S Warrants &gt;</b>	22	<b>\$ 342,423.31</b>	<b>\$ 451,083.22</b>	<b>\$ 10,537.89</b>
<b>INVESTMENTS</b>				
Beginning Inv Balance	23	966,418.88	-	339,537.96
Matured Investments	24	-	-	86,060.13
New Investments	25	-	-	-
<b>ENDING INVESTMENT BALANCE</b>	26	<b>966,418.88</b>	<b>-</b>	<b>253,477.83</b>
<b>DEBT SERVICE/BOND ACTIVITY</b>				
Beginning Bond Principle Balance	27	-	2,557,658.57	-
Bond Principle Payments	28	-	-	-
Bond Interest Payments	29	-	-	-
<b>ENDING BOND PRINCIPLE BALANCE</b>	30	<b>-</b>	<b>2,557,658.57</b>	<b>-</b>



**KLICKITAT COUNTY**

**Fund Revenue Distribution**

As of 07-31-2022

Fund	Account	Description	Year	Daily	Month-To-Date	Fiscal Year-To-Date
<b>667</b>	<b>FIRE DISTRICT #3 GENERAL FUND</b>					
	66731111	Real & Personal Propert	2022	\$0.00	\$1,954.09	\$299,542.74
			2021	\$0.00	\$234.02	\$3,674.82
			2020	\$0.00	\$189.10	\$788.84
			2019	\$0.00	\$77.01	\$2,023.76
			2018	\$0.00	\$25.41	\$1,907.54
			2015	\$0.00	\$0.00	\$7.60
			2009	\$0.00	\$0.00	\$4.01
			2008	\$0.00	\$0.00	\$6.34
			<b>Fund Totals:</b>	\$0.00	\$2,479.63	\$307,955.65
<b>667001</b>	<b>FIRE DISTRICT #3 GENERAL FUND</b>					
	667131211	Private Harvest Tax;	2022	\$0.00	\$0.00	\$1,273.17
	6671317200000	Leasehold Excise Tax	2022	\$0.00	\$0.00	\$118.78
	667136111	Investment Interest	2022	\$0.00	\$682.93	\$1,582.57
	667136251	Space&Facil.Leases(StForest)	2022	\$0.00	\$0.00	\$1,515.11
	667138611	Agency Deposits	2022	\$0.00	\$0.00	\$424,329.26
			<b>Fund Totals:</b>	\$0.00	\$682.93	\$428,818.89
<b>667002</b>	<b>FIRE DISTRICT #3 BOND FUND</b>					
	667231111	Real & Personal Property	2022	\$0.00	\$1,202.02	\$185,836.54
			2021	\$0.00	\$151.92	\$2,223.79
			2020	\$0.00	\$126.85	\$506.84
			2019	\$0.00	\$54.29	\$1,401.17
	667231211	Private Harvest Tax;Timber	2022	\$0.00	\$0.00	\$5,355.18
			<b>Fund Totals:</b>	\$0.00	\$1,535.08	\$195,323.52
<b>667003</b>	<b>FIRE DISTRICT #3 CAP FUND</b>					
	667336111	Investment Interest	2022	\$0.00	\$298.65	\$865.48
			<b>Fund Totals:</b>	\$0.00	\$298.65	\$865.48





**CLICKITAT COUNTY**

**Property Tax/Special Assessment Fund Activity**

From 07-01-2022 To 07-31-2022

District: FIRE DISTRICT #3

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
1995	66712110	\$56.80	\$0.00	\$0.00	\$56.80
1995	66712130	(\$54.51)	\$0.00	\$0.00	(\$54.51)
<b>Fund Total:</b>		\$218,010.24	\$0.00	\$2,479.63	\$215,530.61
<b>Fund: 667001 FIRE DISTRICT #3 GENERAL FUND</b>					
2009	667112110	\$0.99	\$0.00	\$0.00	\$0.99
2009	667112130	(\$1.00)	\$0.00	\$0.00	(\$1.00)
2008	667112110	(\$0.01)	\$0.00	\$0.00	(\$0.01)
2007		(\$0.01)	\$0.00	\$0.00	(\$0.01)
2006		\$17.33	\$0.00	\$0.00	\$17.33
2006	667112130	(\$17.32)	\$0.00	\$0.00	(\$17.32)
<b>Fund Total:</b>		(\$0.02)	\$0.00	\$0.00	(\$0.02)
<b>Fund: 667002 FIRE DISTRICT #3 BOND FUND</b>					
2022	667212110	\$129,407.68	\$0.00	\$1,202.02	\$128,205.66
2021		\$5,861.57	\$0.00	\$0.00	\$5,861.57
2021	667212130	(\$2,354.14)	\$0.00	\$151.92	(\$2,506.06)
2020	667212110	\$6,151.07	\$0.00	\$0.00	\$6,151.07
2020	667212130	(\$4,263.19)	\$0.00	\$126.85	(\$4,390.04)
2019	667212110	\$6,300.30	\$0.00	\$0.00	\$6,300.30
2019	667212130	(\$5,824.34)	\$0.00	\$54.29	(\$5,878.63)
<b>Fund Total:</b>		\$135,278.95	\$0.00	\$1,535.08	\$133,743.87

## 2022 Operating Budget

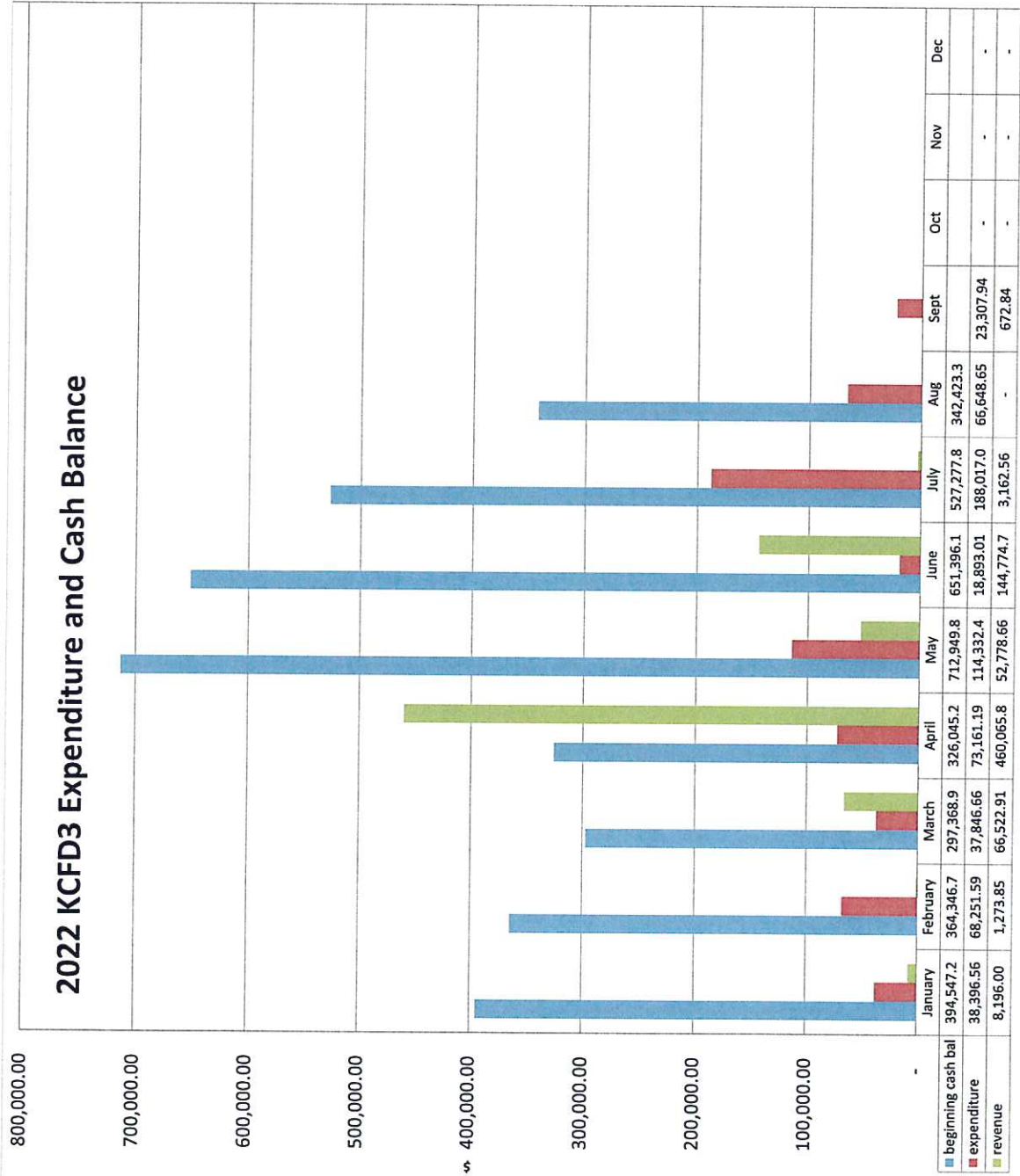
Updated 9/7/2022

This budget sheet is connected to the expenditure spreadsheet.

### Klickitat County Fire District 3

BUDGET 2022 CATEGORY	Original Budget	August expenditure	Expenditure YTD	Balance	% Used	NOTES
Salaries & Wages + employee paid benefits	236,151.92	12,406.73	122,245.06	113,906.86	52%	
Benefits (excluding employee paid)	49,187.00	2,325.57	24,840.27	24,346.73	51%	*includes 2021 stipends
Volunteer Stipend	15,600.00	-	16,047.63	(447.63)	103%	
Volunteer Disability/Pension/lifeflight	13,907.00	180.00	5,070.70	8,836.30	36%	
Volunteer Recognition	3,500.00	-	257.40	3,242.60	7%	
Office Expense/Supplies	5,500.00	244.85	4,538.80	961.20	83%	
Professional Services	21,750.00	4,387.64	13,553.02	8,196.98	62%	
Insurance	25,000.00	35,016.00	35,266.00	(10,266.00)	141%	premium increased ~20%
Communications	4,742.00	705.38	1,005.95	3,736.05	21%	
Advertising	2,000.00	167.00	263.00	1,737.00	13%	
Vehicle Parts/Repairs/service	15,000.00	-	6,069.53	8,930.47	40%	
Rescue - Apparatus/Supplies	13,300.00	693.38	4,288.76	9,011.24	32%	
Fuel	11,700.00	1,393.04	6,375.40	5,324.60	54%	
Facilities/Station Repairs/Supplies	5,000.00	3,944.74	19,218.56	(14,218.56)	384%	*new heat pump
Utilities Services	19,650.00	769.40	10,550.90	9,099.10	54%	
Travel & Meals	3,200.00	-	-	3,200.00	0%	
Training	7,000.00	29.00	237.00	6,763.00	3%	
Fire Supplies/service	8,200.00	2,704.70	6,901.67	1,298.33	84%	
EMS Supplies/service	9,000.00	-	4,186.42	4,813.58	47%	
Uniform/apparel	3,000.00	-	926.37	2,073.63	31%	
Prevention	1,700.00	-	157.94	1,542.06	9%	
Taxes (for previous year)	2,500.00	-	838.78	1,661.22	34%	
Dues & Fees	2,910.00	-	1,293.54	1,616.46	44%	
Municipal Pool Reserve	25,374.32	-	-	25,374.32	0%	
<b>Total budgeted expenditure</b>	<b>504,872.24</b>	<b>64,967.43</b>	<b>284,132.70</b>	<b>220,739.54</b>	<b>56%</b>	
Out of Budget - Station 32 Collapse/Rebuild	382,368.10	1,681.22	343,177.68	39,190.42	90%	
Out of Budget - Stn. 32 - Fire Engine	25,000.00	-	-	25,000.00	0%	
State Grant Dept. of Health	1,125.00	-	1,544.71	(419.71)	137%	
Expense for Wildland						
<b>Total Actual Expenditure</b>		<b>66,648.65</b>	<b>628,855.09</b>			
<b>Invested funds</b>			<b>966,418.88</b>			
Ave. property tax estimated in November 2020 + 10,770.76 new construction	507,486.34					

## 2022 KCFD3 Expenditure and Cash Balance



## 2022 August Capital SUMMARY

9/7/2022

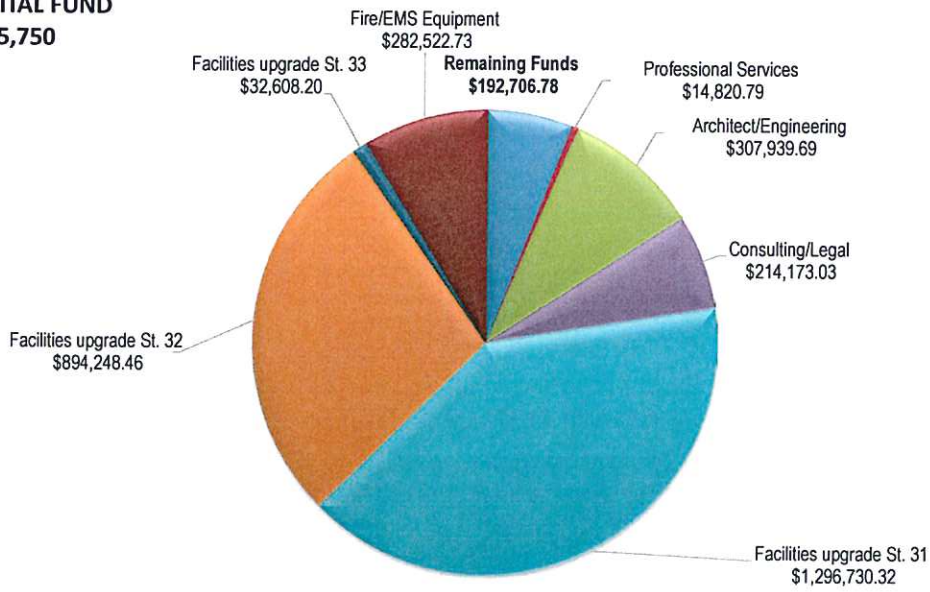
ORIGINAL BOND		\$ 3,235,750.00				
2018 Bond Council included in engineering and admin serv. Total.		15,000.00				
Beginning balance (dec 2018)		3,220,750.00				
2019 total expenses		375,043.23				
2020 Beginning balance		2,845,706.77				
2020 total expenses		266,539.18				
2021 Beginning balance		2,579,167.59				
2022 Beginning balance		1,141,728.28				
Facilities Upgrade/Admin	Professional Serv	2019	2020	2021	2022	Total
	Architect/Engineering	8,870.89	5,949.90	-	-	
	Architect deposit return	38,399.02	237,546.66	62,413.75	9,580.26	
	Consulting/Legal	-	(40,000.00)	-	-	
	Facilities Upgrade 31	60,841.92	40,741.15	79,483.34	18,106.62	
	Facilities Upgrade 32	27,322.65	1,911.46	674,540.56	592,955.65	
	Facilities Upgrade 33	-	3,722.69	572,965.00	317,560.77	
	MISC	2,477.00	-	29,211.00	920.20	2,745,520.49
Equipment	Vehicles/Fire Equipment	234,713.55	16,667.32	18,825.66	9,898.00	
	EMS Equipment	2,418.20	-	-	-	
	MISC	-	-	-	-	282,522.73
<b>TOTAL</b>		375,043.23	266,539.18	1,437,439.31	949,021.50	3,028,043.22
<b>REMAINING FUNDS</b>		2,845,706.77	2,579,167.59	1,141,728.28	192,706.78	
<b>INVESTED</b>		2,822,552.04	2,430,000.00	-	232,533.60	
Balance (does not include interest)		23,154.73	109,167.59	1,141,728.28	(39,826.82)	

Interest Earned	2019	2020	2021	2022	Total Interest Earned
	25,877.67	20,714.90	2,368.77	865.48	49,826.82

**Treasurer Cash Balance** \$ 10,000.00 (includes interest)

Chart Summary	\$ 15,000.00	\$ 375,043.23	\$ 266,539.18	\$ 1,437,439.31	\$ 949,021.50	
	2018	2019	2020	2021	2022	Totals
Remaining Funds	-	\$ 2,845,706.77	\$ 2,579,167.59	\$ 1,141,728.28	\$ 192,706.78	\$ 192,706.78
Professional Services	-	\$ 8,870.89	\$ 5,949.90	\$ -	\$ -	\$ 14,820.79
Architect/Engineering	-	\$ 38,399.02	\$ 197,546.66	\$ 62,413.75	\$ 9,580.26	\$ 307,939.69
Consulting/Legal	15,000.00	\$ 60,841.92	\$ 40,741.15	\$ 79,483.34	\$ 18,106.62	\$ 214,173.03
Facilities upgrade St. 31	-	\$ 27,322.65	\$ 1,911.46	\$ 674,540.56	\$ 592,955.65	\$ 1,296,730.32
Facilities upgrade St. 32	-	-	\$ 3,722.69	\$ 572,965.00	\$ 317,560.77	\$ 894,248.46
Facilities upgrade St. 33	-	\$ 2,477.00	-	\$ 29,211.00	\$ 920.20	\$ 32,608.20
Fire/EMS Equipment	-	\$ 237,131.75	\$ 16,667.32	\$ 18,825.66	\$ 9,898.00	\$ 282,522.73

**KCFD3 CAPITAL FUND**  
**\$3,235,750**



## Fire Chief's Report to Board of Commissioners

September 8, 2022

### No injuries, illness, or accidents to report

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

- 28 calls within SW Fire's service area since your August 11<sup>th</sup> regular meeting.
  - No out of ordinary calls for service.

#### Projects:

- **Bond:**
  1. 9/6/2022 – OAC meeting with Bob Merritt, Jeff Dellis, Dana Hale to discuss final punch list items.
    - a. Change order loops need closed for:
      - i. Station 31 kitchen stove/hood power
      - ii. Station 31 gym light controls
  2. Remaining projects to be completed in house:
    - a. Install kitchen shelving
    - b. Install kitchen racks above sinks
    - c. Install ADA sink to wall
    - d. Purchase/install countertops
    - e. Assemble last PPE gear rack Station 32
    - f. Replace kitchen faucet Station 32 (worn out/less than functional)
    - g. Install radio tower Station 32
    - h. Determine final grading for Station 32 and Station 31 grounds. (Dirt? Gravel? Grass?)
    - i. Finish radio connections for Station 31 radio base station.
    - j. Install Station 32 radio base station.
    - k. Order/provide Station 31 and Station 32 Minitors for Kitchen RSO switches
    - l. Purchase / Install Gas stove for Station 32
    - m. Install grease boards and bulletin boards Station 31 and 32
    - n. Plan and improve ADA access to "Public" entrance to training/meeting room at Station 31.
    - o. Install sink/faucet and cabinets in Station 31 training room.
    - p. Station 32 air compressor repair (install new pressure switch)
    - q. Station 32 truck bay wall faucets – install protective panels to prevent damage to walls (Ron Reynolds handling)
    - r. Station 31 truck bay water spigot protective panel installed (Reynolds/Long)
    - s. Station 33 new rock and grading in front of station. (Needs new base and 5/8" minus)
  3. Station 32 occupancy certificate received by Bob Merritt.
  4. Station 31 building permit extended by Klickitat County (Roz Plumb successfully provided documentation needed)
  5. Internet/Phone - Radcomp activities:
    - a. Station 31 internet/phone outage
    - b. Station 32 internet/phone outage.
  6. SCBA compressor – quarterly air test returned from Sea Western no issues.
  7. SCBA compressor – failed carbon monoxide sensor. Repaired by Sea Western – no charge/warranty.
  8. Station 32 air drops – pending completion.
  9. Meeting with Bob Merritt on 8/9/22 to go over remaining items.

- **Apparatus/Fleet:**

1. No fleet issues
  2. 2022 pump testing planned for October
  3. Brush 331 (Green Ford) located to Station 32 temporarily through October. (quicker access by personnel)
- **Other items:**
    1. **Station 32 Water Tank:** Not completed.
    2. **KCIFA.** Next meeting October 22
    3. **Joint Fire Discussions:** Met with Merritt and Hunsaker 9/7/22. Need one more CTF member from the City. Next step for fire chiefs – provide data to Merritt as required.
    4. **Inter-Agency Type 3:** Rostered with SE Team 3 to fill in vacancies. Roster with SE Team 1 next week.
    5. **Fire Defense Committee:** Emergency Zoom meeting of the Committee 9/7/22. Pending state-wide Red Flag weather event beginning 9/8/22 through the weekend. Worked with Chief Browning (Rural 7) to determine Klickitat County resource availability for initial attack. Contacted local DNR and brief on their limited staffing. Oregon asking for 4 strike teams to support current fires and initial attack. \*\* bulk of Red Flag weather predicted to hit Oregon hard along with the Blue Mountains and areas of the Columbia River Gorge. My role is to be liaison from the committee to Klickitat, Yakima and Kittitas counties to determine local fire resource capability.
    6. Staff performance reviews – Long – 9/8/22 meet with Commissioner Montag, McClean – completed 9/7/22 Plumb – to be completed 9/9.
    7. 2023 Budget – Budget schedule for 2023 preparations scheduled. (Thank you Jennifer for setting dates).
      - \*\* Need to evaluate progress of Bond in 2021/22 and how accomplishments will affect future budget planning. Also, to identify out of pocket costs for remaining improvement plans.
      - \*\*\* Plans to re-address currently funded training officer position for 2023. Possible part time firefighter position to support the chiefs may be a better option. Discussion item
  - **Personnel** – Two NEW MEMBERS since your last meeting. Three members: Frank Craft, Steve Banks, Brandon Kelley enrolled in 2022 Fire Academy in Hood River Oregon. Academy begins Saturday 9/10-/2022.
  - 
  - **Community Building/pre-planning:** Met with DNR, Underwood Conservation District and Chief Hunsaker on fuels reduction project. Project scope: create fuels/fire break from behind the hospital to Snowden Rd. Chief Hunsaker and I are scheduled to meet with property owners before end of October to garner individual support and signed contracts. \*\* Grant funded project.
  - **Awards Banquet:** Thanks to Eric Bosler the date is September 17<sup>th</sup> from 1500-1800hours at the park in White Slamon. Service awards ordered.
  - **Training officer Local-Agreement:** See above. .
  - **COVID-19:** Nothing to report.

#### **Training Report:**

- Conducted four training evolutions:
  - Pump and roll training for wildland
  - Structural.
    - Cross lay hose deployment
    - Fire hydrant deployment/supply to engines

- Hazmat Awareness class
- MCI ATAB 6 Region protocol. All members present received this EMS training/awareness.

**Upcoming training:**

- Strategies/Tactics
  - Residential structure fire
  - Commercial fire alarm
  - Vehicle accidents
  - Commercial incidents.
- Emergency Vehicle Accident Prevention
  - New drivers classroom/rodeo
  - Repeat drivers classroom (two modules)

**Community Events:** None currently

**Personal Activities and Achievements:**

- **Vacation time utilized during the month.**

Respectfully submitted:

Wesley W. Long – Fire Chief    September 7,2022