

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

September 7, 2021

Station 91

6:30 PM

AGENDA

Held virtually due to COVID-19

Dial 1-253-215-8782; Meeting ID 811 1188 4505; Passcode 256514

CALL TO ORDER:

Flag Salute

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of August 17, 2021 Regular Board Meeting Minutes
2. Approval of August 17, 2021 Local BVFF&RO Meeting Minutes
3. Approval of Financial Transactions
4. Excuse Absent Commissioner(s):

OPEN TO PUBLIC:

CORRESPONDENCE:

STAFF REPORT:

Chief Carnes

Assistant Chief Jacobs

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

SAFETY REPORT:

FIRE DISTRICT BUSINESS:

- HVAC Station 94
- SWFCA Meeting
- City of Washougal Notification of Annexation
- Purchase Request –Winter Traction Chains for Apparatus #1014 and #1020

This Meeting is Being Recorded.

Please Silence or Turn-Off Your Personal Cell Phones, Pagers, etc.

Page # 1 of 2

COMMITTEE MEETINGS:

- Communication with Neighboring Elected Officials
 - Camas – September 23, 2021, City of Camas at 11:00 AM
 - City of Washougal – TBA
- Risk Group – October 6, 2021, Station 61 at 8:00 AM
- Safety Committee Representative – September 9, 2021, Station 91 at 7:30 PM
- Revenue Exploratory Committee – TBA
- ECAAB – TBA

COMMISSIONER COMMENTS:

OPEN TO PUBLIC:

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

ROUND TABLE:

Monthly Event Calendar
Strategic Planning Workshop, September 8, 2021, 3:00 PM
Reschedule Budget Workshop, October 12, 2021, 6:30 PM

ADJOURNMENT:

Next Regular Board Meeting: September 21, 2021, Station 91, 6:30 PM

EXEMPT MEETING LABOR NEGOTIATIONS:

RCW 42.30.140 (4) (a) Relating to collective bargaining issues and negotiations

**EAST COUNTY FIRE & RESCUE
CONSENT AGENDA
September 7, 2021**

1. Minutes –

- August 17, 2021 Regular Board Meeting
- August 17, 2021 Local BVFF&RO Meeting

2. Invoices

- \$3,419.03
 - i. Check Nos. 12353 – 12361 dated August 24, 2021

3. Approved Commissioner Stipends September 10 Pay Date

Name	For the Period August 16 – August 31					Total
	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	
Berg	0	0	0	0	0	0
Martin	1	0	0	0	0	1
Petty	1	0	0	0	0	1
Seeds	1	0	0	0	0	1
Taggart	1	0	0	0	0	1

4. Voided/Destroyed Claims/Payroll Warrants

5. Payroll/Benefits/EFT's

- \$70,490.89 (Payroll)

Commissioner Martha Martin – Chair

Commissioner Joshua Seeds – Vice Chair

Commissioner Mike Berg

Commissioner Sherry Petty

Commissioner Mike Taggart

EAST COUNTY FIRE & RESCUE
REGULAR BOARD OF FIRE COMMISSIONERS MEETING

August 17, 2021

Station 91

6:30 PM

Draft Minutes

ATTENDANCE:

Martha Martin

Joshua Seeds

Pam Jensen

Mike Taggart

Chief Carnes

Cody Sorensen

Sherry Petty

Robert Jacobs

Steve Hofmaster

CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 18:31 via a Zoom Meeting.

Chairperson Martha Martin led the Flag salute.

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

Approval of August 3, 2021 Regular Board Meeting Minutes

Approval of August 3, 2021 Local BVFF&RO Meeting Minutes

Approval of August 4, 2021 Special Meeting Minutes

Approval of Financial Transactions

Excuse Absent Commissioner(s): Commissioner Berg, unexcused absence.

Motion by Commissioner Taggart to approve the consent agenda, seconded by Commissioner Seeds.

Motion passed unanimously.

OPEN TO PUBLIC:

No comments.

CORRESPONDENCE:

None

STAFF REPORT:

Chief Carnes read his report; a copy is in the packet.

Chief Carnes discussed the 2nd alarm fire in Washougal on August 15th.

Assistant Chief Jacobs gave his report as follows:

DOC training continues to be postponed until allowed by state mandate guidelines.

Production date for the new squad chassis is August 17 (today); delivery should be in mid to late September. At this point, it appears that the original price quote is still correct.

August EST/Tender training will be August 23, 2021, Station 93 at 7:00 PM.

RH 93 responded to a 2nd alarm fire call in Washougal on Sunday, August 15th.

AC Jacobs let the Board know about a recall on Apparatus 1020 regarding a potential fuel leak. Apparatus 1020 has an appointment on Wednesday, August 18, 2021 at Cummins in Portland for the recall work.

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

Nothing new to report.

SAFETY REPORT:

- Last Safety Committee meeting was on July 29, 2021.
 - Next Safety Committee meeting will be on September 7, 2021, Station 91 at 7:30 PM.
- No reported accidents/incidents since the last board meeting.

FIRE DISTRICT BUSINESS:

HVAC Station 94

Chief Carnes let the Board know we are still waiting for the permit to install the HVAC system.

Adopt FY2022 Budget Calendar

A budget calendar was generated for the preparation of the 2022-year budget.

Motion by Commissioner Taggart to adopt the FY2022 Budget Calendar, seconded by Commissioner Seeds. Motion passed unanimously.

Purchase Request Approval – Honeywell Win-Pak Upgrade

Chief Carnes asked for the Board’s approval to purchase the Honeywell Win-Pak Upgrade.

Motion by Commissioner Taggart to approve the purchase of the Honeywell Win-Pak Upgrade, seconded by Commissioner Seeds. Motion passed unanimously.

Purchase Request Approval – Single Zone Ductless A/C Wall Unit

Chief Carnes asked for the Board’s approval to purchase a single zone ductless a/c wall unit.

Motion by Commissioner Taggart to approve the purchase of a single zone ductless a/c wall unit that is comparable with the OOS a/c wall unit for the server room not to exceed \$8,000.00, seconded by Commissioner Seeds. Motion passed unanimously.

City of Washougal Memorandum

Chief Carnes discussed the City of Washougal Memorandum regarding the release of the \$2,000.00 holdback for the window flashing to ECFR from the sale of Station 95.

City of Camas Annexation

Chief Carnes reviewed the annexation letter and map from the City of Camas with the Board.

COMMITTEE MEETINGS:

Communication with Neighboring Elected Officials

City of Camas – September 23, 2021, Camas City Hall at 11:00 AM.

City of Washougal – TBA

Risk Group

October 6, 2021, Station 61 at 8:00 AM.

Safety Committee Representative

September 7, 2021, Station 91 at 7:30 PM.

Revenue Exploratory Committee

TBA

ECAAB

TBA

COMMISSIONER COMMENTS:

Chairperson Martin inquired about the purchase and the stations use of Crossbow from Wilco listed on the check register. Discussion was held regarding safe practices when applying the Crossbow.

Discussed the WCA Conference registration for the Snure Conference via Zoom and the 3-day registration for conference.

OPEN TO PUBLIC:

No comments.

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

No business.

ROUND TABLE:

Monthly Event Calendar

Strategic Planning Workshop, September 8, 2021, 3:00 PM

Budget Workshop, October 12, 2021, 6:30 PM

ADJOURNMENT:

Next Regular Board Meeting: September 7, 2021 Station 91, 6:30 PM

Motion by Commissioner Taggart to adjourn at 19:26 hours, seconded by Commissioner Petty.

Motion passed unanimously.

Martha Martin, Chairperson

Joshua Seeds, Vice Chair

Sherry Petty, Commissioner

Mike Berg, Commissioner

Michael Taggart, Commissioner

DISTRICT SEAL:

ATTEST:

Pam Jensen, District Secretary

EAST COUNTY FIRE & RESCUE

Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes
August 17, 2021

CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 19:23 via a Zoom meeting.

The following were in attendance:

Martha Martin
Joshua Seeds
Pam Jensen

Mike Taggart
Chief Carnes
Cody Sorensen

Sherry Petty
Bob Jacobs
Steve Hofmaster

BUSINESS:

No business.

ADJOURNMENT:

The Local Board adjourned at 19:24

Respectfully Submitted,

Mike Taggart, Commissioner
Sherry Petty, Alternate

Joel VanNess, FF's Assoc. Liaison
Tad Crum, Alternate

Bob Jacobs, Chief's Rep.
Mike Carnes, Alternate

Martha Martin, Chairperson
Joshua Seeds, Alternate

Pam Jensen, District Secretary
Mike Carnes, Alternate

DISTRICT SEAL:

CHECK REGISTER

East County Fire & Rescue

Time: 11:12:45 Date: 08/25/2021

08/16/2021 To: 08/31/2021

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
850	08/24/2021	Claims	6291	12353	CLARK PUBLIC UTILITIES	565.47	Account # 7200-239-7 001 - 522 50 43 091 - Electrical Service (St 91) 565.47 Usage 07/08/2021 - 08/06/2021
851	08/24/2021	Claims	6291	12354	LN CURTIS & SONS	118.18	Invoice # INV518364 001 - 522 20 25 001 - FF Uniforms 118.18 Nomex Uniform Shirt 1 Qty (J. Troutman)
852	08/24/2021	Claims	6291	12355	NI GOVERNMENT SERVICES, INC	30.28	Invoice # 21072952081 001 - 522 20 41 001 - Satellite Phone 30.28 July Satellite Phone
853	08/24/2021	Claims	6291	12356	PACIFIC TRUCK & TRAILER SERVICE, INC	964.88	Invoice # 2021-32706 APP 1020; Invoice # 2021-32731 APP 1018 001 - 522 60 48 018 - U92 (1018) 774.10 APP 1018 Replace A/C Compressor (Customer Furnished), Replaced Leaking Power Steering Hose (Customer Furnished), Oil Change, Replace Front Expansion Valve 001 - 522 60 48 020 - E91 (1020) 190.78 Replace Sensor Assembly (furnished By Rosenbauer).
854	08/24/2021	Claims	6291	12357	STAPLES ADVANTAGE	66.30	Invoice # 3484313730 001 - 522 10 30 000 - Office Supplies 66.30 Office Supplies
855	08/24/2021	Claims	6291	12358	UNITED FIRE, HEALTH & SAFETY	549.81	Invoice # 22021055 ST 91 Backflow Testing 001 - 522 50 40 000 - Bldg Repair & Maint 549.81 ST 91 Backflow Testing (7 Qty Backflow Devices)
856	08/24/2021	Claims	6291	12359	WESTLIE FORD	67.54	Invoice # 85012363 001 - 522 60 48 018 - U92 (1018) 67.54 APP 1018 Valve Asy
857	08/24/2021	Payroll	6291	12360	OPEIU Local 11	58.90	Pay Cycle(s) 08/25/2021 To 08/25/2021 - OPEIU Dues 001 - 589 99 99 000 - Payroll Clearing 29.45 001 - 589 99 99 000 - Payroll Clearing 29.45
858	08/24/2021	Payroll	6291	12361	TRUSTEED PLANS SERVICE CORPORATION	997.67	Pay Cycle(s) 08/10/2021 To 08/25/2021 - Disability - FF 001 - 522 20 26 001 - FF Disability 90.05 001 - 522 20 26 001 - FF Disability 103.20 001 - 522 20 26 001 - FF Disability 67.13 001 - 522 20 26 001 - FF Disability 65.63 001 - 522 20 26 001 - FF Disability 85.66 001 - 522 20 26 001 - FF Disability 111.96 001 - 522 20 26 001 - FF Disability 94.44 001 - 522 20 26 001 - FF Disability 83.15 001 - 522 20 26 001 - FF Disability 111.96 001 - 522 20 26 001 - FF Disability 94.44 001 - 522 20 26 001 - FF Disability 90.05
001 General Fund						3,419.03	
						3,419.03	Claims: 2,362.46 Payroll: 1,056.57

CHECK REGISTER

East County Fire & Rescue

Time: 11:13:07 Date: 08/25/2021

08/16/2021 To: 08/31/2021

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
822	08/25/2021	Payroll	6291	EFT		2,630.22	
823	08/25/2021	Payroll	6291	EFT		855.41	
824	08/25/2021	Payroll	6291	EFT		117.88	
825	08/25/2021	Payroll	6291	EFT		3,331.39	
826	08/25/2021	Payroll	6291	EFT		3,238.59	
827	08/25/2021	Payroll	6291	EFT		2,401.66	
828	08/25/2021	Payroll	6291	EFT		819.89	
829	08/25/2021	Payroll	6291	EFT		2,103.65	
830	08/25/2021	Payroll	6291	EFT		1,876.37	
831	08/25/2021	Payroll	6291	EFT		2,918.64	
832	08/25/2021	Payroll	6291	EFT		2,725.70	
833	08/25/2021	Payroll	6291	EFT		1,534.71	
834	08/25/2021	Payroll	6291	EFT		604.61	
835	08/25/2021	Payroll	6291	EFT		235.77	
836	08/25/2021	Payroll	6291	EFT		561.19	
837	08/25/2021	Payroll	6291	EFT		235.77	
838	08/25/2021	Payroll	6291	EFT		4,769.88	
839	08/25/2021	Payroll	6291	EFT		353.65	
840	08/25/2021	Payroll	6291	EFT		2,296.88	
841	08/25/2021	Payroll	6291	EFT		790.60	
842	08/25/2021	Payroll	6291	EFT		3,140.10	
843	08/25/2021	Payroll	6291	EFT		606.73	
844	08/25/2021	Payroll	6291	EFT		2,795.15	
845	08/25/2021	Payroll	6291	EFT		3,729.56	
846	08/25/2021	Payroll	6291	EFT	IAFF2444	730.13	Pay Cycle(s) 08/25/2021 To 08/25/2021 - IAFF Dues
847	08/25/2021	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	14,330.97	Pay Cycle(s) 08/25/2021 To 08/25/2021 - DComp; Pay Cycle(s) 08/25/2021 To 08/25/2021 - PERS2; Pay Cycle(s) 08/25/2021 To 08/25/2021 - PERS3; Pay Cycle(s) 08/25/2021 To 08/25/2021 - LEOFF2; Pay Cycle(s)
848	08/25/2021	Payroll	6291	EFT	IRS	9,958.79	941 Deposit for Pay Cycle(s) 08/25/2021 - 08/25/2021
849	08/25/2021	Payroll	6291	EFT	OR Department of Revenue	797.00	Pay Cycle(s) for OR Tax08/25/2021 - 08/25/2021
001 General Fund						70,490.89	
						70,490.89	Payroll: 70,490.89

Chief's Report

9-7-2021

Calls since last Commissioner meeting, 69

EMS: 47

Fire: 9

Other: 13

Calls YTD: 2021- 725

Mutual and Auto aid – 12% 2021, Year-to-date - 22%, 157 calls

FY2020 = 251, 23% of total calls FY2019 = 207, 22% of total calls

Staff Overtime Numbers:

Budget Amount: \$230,000

Used YTD: \$145,710

% Used: 63.35 %

- Brown outs since last meeting: 2, 12 hour shifts

21 callback shifts (5-Sick, 11-Vac, 5 Mobe)
Covered by 19 OT Shifts

- Part-time Firefighter Spencer Altfilish resigned on August 20. Spencer accepted a full-time Firefighter position with the City of Longview.
- I continue to work with the Clark County EMS Council on updating our protocols for responses to medical calls that involve welfare checks and suicidal subjects. These current protocols are under review due to H.B. 1310, which dictates how law enforcement engages on these types of calls.
- I am working out the details of the Governor's Proclamation 21-14 that requires that all health care providers be vaccinated against Covid-19 by October 18, 2021. We currently have four Firefighter/EMT's who are not yet vaccinated.
- I will be out of town on vacation for the week starting September 12, I will return to the area on September 17.

AC Jacobs Report

9-7-21

DOC training continues to be postponed until allowed by guidelines.

The new squad chassis was built on August 23rd, it has been loaded on a train and is enroute, delivery should be in mid to late September. At this point, it appears that the original price quote is still correct.

Engine 91 recall has been completed by Cummins.

September EST/Tender training will be 9-29-21 Sta.93 7 PM.

Safety Report

Last safety committee meeting was 7-29-2021.

Next safety committee meeting will be 9-9-21 Sta. 91 7:30 PM.

No reported accidents/incidents since the last board meeting.

SWFCA MEETING

Dinner at 6:30
Meeting at 7:00

September 16
CCFR Station 21
911 N 65th Avenue
Ridgefield

All Commissioners and Chiefs are invited.

AGENDA

- Legislative updates by Senator Rivers and Representative Hoff
- Update from Roger Ferris, Executive Director WFCA
- Discussion on reactivating or disbanding the SWFCA
- If reactivating
 1. Election of officers
 2. Future meetings
 3. Future dues
- If disbanding
 1. Who or where to move our bank account money (approximately \$8,000)

After consulting with several past members, dinner will be provided by "Smoking Franks" using SWFCA funds. Please contact Kathy Streissguth at CCFR (360-887-4609) for a head count if you plan to attend dinner.

Ordinance # 1944

AN ORDINANCE annexing property to the City of Washougal, known as the “Frye Annexation”.

WHEREAS, the property to be annexed is shown on the attached Exhibit “B” which is a map of area to be annexed and as more particularly described in Exhibit “A” which is a legal description of the area to be annexed, both of which are attached hereto and incorporated herein by this reference; and

WHEREAS, at the February 22, 2021 City Council meeting the Council:

- Accepted the boundary of the annexation to be that as shown in Exhibit “B” and described in Exhibit “A”;
- Required the zoning identified in the preferred alternative plan to apply to the property upon;
- Required the assumption of all existing city indebtedness by the property to be annexed; and
- Authorized staff to develop a Petition for Annexation for the property and authorize its circulation.

WHEREAS, the City received the Petition for Annexation to initiate the proposed annexation and said Petition was signed by the owners of not less than sixty percent (60%) in value according to the assessed valuation for general taxation of the property described in Exhibit “A”; and

WHEREAS, the petition for annexation was submitted to the Clark County Assessor’s Office who certified the signatures on the Petition for Annexation; and

WHEREAS, notice of the hearing was published in the paper, and the site was posted on July 30, 2021 consistent with RCW 35A.14.130; and

WHEREAS, notice of the hearing was mailed to all property owners within 500-feet consistent with WMC 18.94.080, and

WHEREAS, all statutory requirements for the annexation have been met; and

WHEREAS, a public hearing was held on August 9, 2021 to take public input on the proposed annexation.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WASHOUGAL, WASHINGTON as follows:

Section I

That the Petition for Annexation known as the "Frye Annexation" shown on Exhibit "B" and more particularly described in Exhibit "A" is hereby approved and said property shall be annexed into the City of Washougal.

Section II

The annexed property will be assessed and taxed at the same rate and on the same basis as property within the City of Washougal for any now outstanding indebtedness of the city, including assessments or taxes in payment of any bonds issued or debts contracted, prior to or existing at the date of annexation.

Section III

The zoning for the annexed property shall be that which is identified in the City's preferred alternative plan (R1-7.5).

Section IV

This ordinance shall take effect sixty (60) days after its passage, posting and publication according to law.

PASSED by the Council for the City of Washougal at a regular meeting this 9th day of August 2021.

City of Washougal, Washington

Molly Coston

Molly Coston, Mayor

ATTEST:

Jennifer Forsberg

Jennifer Forsberg, Finance Director / City Clerk

APPROVED AS TO FORM:

Kenneth Woodrich

Kenneth B. Woodrich, City Attorney

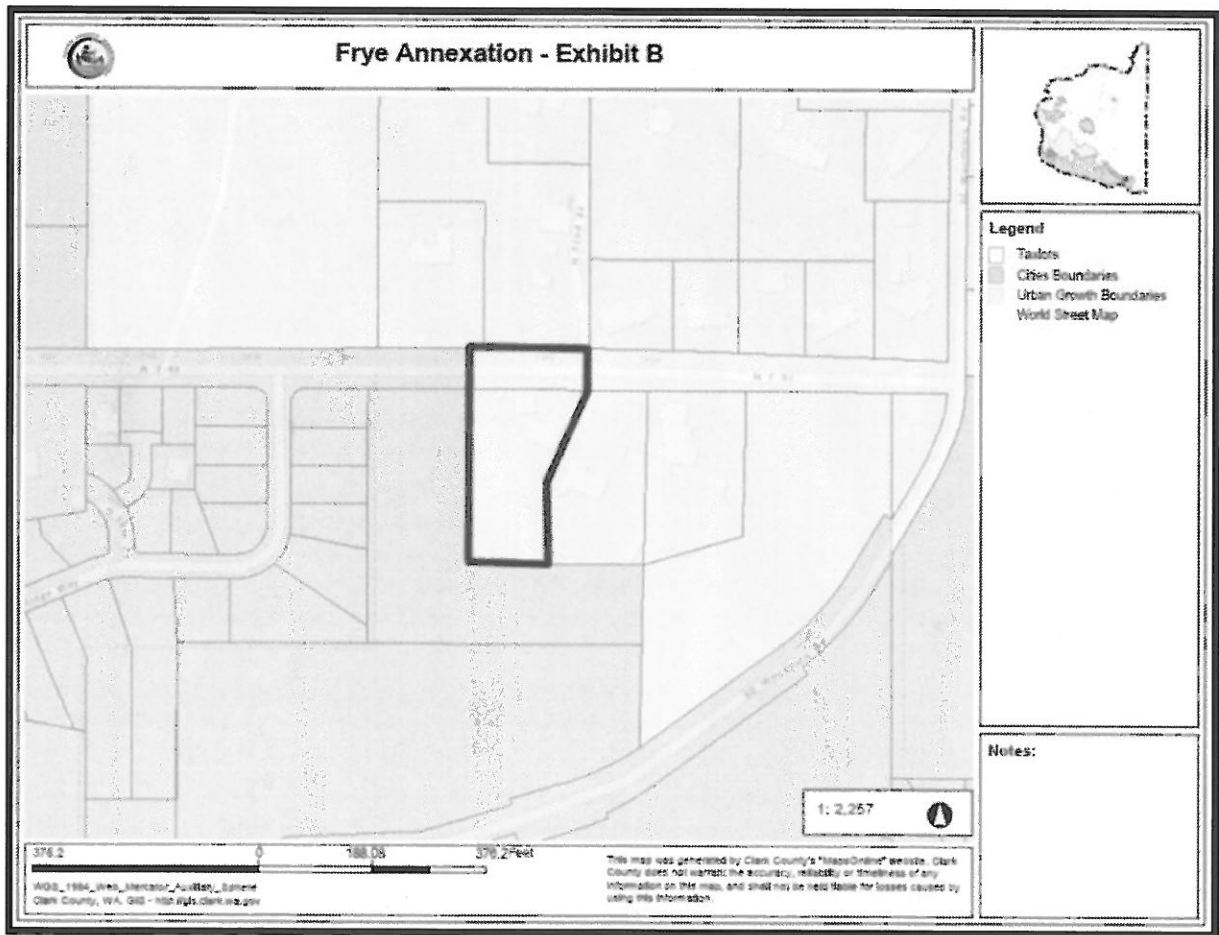
Frye Annexation – Exhibit A

Legal Description:

That portion of Section 8, Township 1 North, Range 4 East of the Willamette Meridian, Clark County, Washington, described as follows:

BEGINNING at the Northwest corner of Section 8, Township 1 North, Range 4 East of the Willamette Meridian, Clark County, Washington; thence South 88°25'24" East along the North line of said Section 8, a distance of 624.43 feet; thence North 1°25'30" West a distance of 40 feet +/- to a point on the north right-of-way line of North T Street and the **True Point of Beginning**; thence South 88°25'24" East along the north right-of-way line of said North T Street a distance of 205.57 feet to a point on the north right-of-way line of said North T Street that is 40 feet +/- north of the Northwest corner of a tract of land conveyed to D.W. Baize as recorded under Auditor's File No. 8403090027; thence South 2°38'43" West along the West line of said Baize tract a distance of 70 feet +/-; thence South 22°23'30" West, along the West line of said Baize tract a distance of 163.55 feet; thence South 2°38'43" West, along the West line of said Baize tract a distance of 135.55 feet to the Southwest corner of said tract; thence North 88°25'24" West a distance of 127.67 feet; thence North 1°25'30" West a distance of 358.84 feet +/- to the **True Point of Beginning**.

Frye Annexation – Exhibit B



Frye Annexation Area Data

Parcel #	Site Address	Owner Name
132406-000	2110 N T Street	Stephen Frye & Debra Hoff-Frye

EAST COUNTY *Fire and Rescue*

PURCHASING REQUEST FORM

REQUESTED ITEM(S): Full set of front and rear winter traction chains for E91 and E94 (APP#1020 and APP#1014)

BRAND/MODEL/VENDOR/PART NUMBER: One pair ASVQ01, two pairs ASVQ97, one pair ASVQ94. All quantities on attached quote are pairs.

APPARATUS / STATION NUMBER: E91 and E94

ESTIMATED COST OF REQUESTED ITEM: \$2,046.53

EXPLAIN THE NEED FOR REQUESTED ITEM: Currently only one set of chains for each apparatus. Old set will become backup and new sets will be first out traction devices.

PERSON REQUESTING THE PURCHASE: Cody Sorensen

DATE: 09/01/2021

BUDGET CODING: SUB _____ ELE _____ OBJ _____ ID _____

DATE NEEDED BY: 10/01/2021

DO NOT WRITE BELOW THIS LINE

AUTHORIZATION FOR PURCHASE: _____
AUTHORIZED SIGNATURE

DATE ORDERED: _____

VENDOR: _____

TOTAL COST: _____

PAYMENT METHOD: VISA M/C NET 30 P/C

COMMENTS:

058

PICK TICKET

Page Number	Sales Order No	Customer No
1	TN03	WAS99

09/04/2019 at 9:26:00AM



3365 NE 79th Ave Hillsboro, OR 97124
Phone: (503) 614-9664 Fax: (503) 614-8812



PRODUCTS AND SERVICE SECOND TO NONE

Bill To:
WASHINGTON STATE CONTRACT
WA

Ship To:
WASHINGTON STATE CONTRACT
WA

East County Fire & Rescue

Order Date	Customer PO	Shipped Via		FOB			Terms	
9/1/2021							VISA/MC	
Ship Date	Ordered By			Whse			Salesperson	
9/1/2021	Cody Sorensen			000			WASH ST BID 06215	
Part No:	Description	Count	Pallet	Ordered	BO	Shipped	Unit Price	Ext Price
ASVQ01	VIKING DIAGONAL 7MM SQUARE			1.00			529.22	529.22
	385/65-22.5							
ASVQ97	VIKING DIAGONAL 7MM SQUARE			2.00			531.46	1,062.92
	12-22.5 315/80-22.5							
ASVQ94	VIKING DIAGONAL 7MM SQUARE			1.00			454.39	454.39
	11-22.5							
							Sales Tax Amt:	TAX ERROR
							Discount:	0.00
							S & H:	0.00
Sales Tax Code:	AVATAX	No. Pallets / Boxes		Ship Weight	Order Number	Order Total	2,046.53	
Tax ID #:				376.00	TN03			

