

Board of Commissioners Meeting

May 24, 2006

Jeff Cameron, Chairperson, called a regular meeting of the Board of Commissioners to order at 5:36 p.m. on May 24, 2006, at the 701 Vine Street District Meeting Room. The following were present:

Commissioner Hallanger	Commissioner Merritt
Commissioner Olson	Commissioner Bergquist
Chief LaFave	Asst. Chief Headley
District Secretary Bouchard	Deputy Fire Marshal Graham
Driver/Operator Neely	EMS Administrator Ribelin
Captain Arrera	

Public: Caroline Kuhn

Approve Previous Minutes:

A motion was made by Commissioner Merritt to approve the May 10, 2006, Board meeting minutes. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Awards & Recognition:

Chief LaFave reported that four people from C2FR graduated from the County Recruit Academy last night; one will be at Bunker Hill, two here at Station 27, and one will be at Lexington.

Proceeds from the union's raffle (in conjunction with Bill Ammons) was over \$2,300. Chief LaFave reported that once again, Russ Neely was instrumental in leading the charge on this project.

Public Comment:

None

Risk Management:

None

Verbal Reports:

County Road Private Access Update: Asst. Chief Headley attended the County Commissioners continuation of the public hearing on private road access standards. After

considerable testimony, the Commissioners have opted to table any action on updating their ordinance until we've completed our engineering study, if that's the direction our Board pursues. They will reschedule their next public hearing on the matter depending upon the outcome of the engineering study and how we may update our access standards.

Commissioner Merritt was in attendance at the Lewis County Fire Officials meetings, and reported this is also an ongoing issue there. They have developed new standards for existing private roads and bridges. If there is interest at our county level, that would be a place to start.

Written Reports:

Revenue & Expense Reports – April, 2006: Year-to-date revenue and expense information through April, 2006, was provided to the Board in their packets. Per Assistant Chief Headley, we're on track for both revenue and expenses. There weren't any questions from the Board.

Calls Reports – April, 2006: Calls report information for April, 2006, was provided to the Board in their packets in the previously used Excel spreadsheet 5-year comparison format. Commissioner Merritt indicated he appreciates efforts on the graphs. There weren't any questions from the Board.

Action Items:

Engineering Proposal: Our request for proposals for engineering services to evaluate the Libby Lane bridge and to assist with the revision of the District's access standards received one response. The information provided by the firm, Sargent Engineering, Inc., indicates they have an extensive background in bridge engineering and evaluation. Staff is recommending the Board accept the engineering services proposal as presented by Sargent Engineering, Inc., for a total of approximately \$11,178.

Chairperson Cameron talked with the state engineer who spoke very highly of these folks. From his own experience when serving on an advisory committee, he knows they dealt with a lot of smaller bridges. He is comfortable with their proposal and abilities.

Asst. Chief Headley summarized the project as proposed by the engineering firm. Chairperson Cameron described some of the terms and acronyms used in the proposal for clarification.

Information received will be clear as to any private access issues that come up. Intent is to develop the right standard by an unbiased expert that we can apply across the jurisdiction for which we are responsible, along with hopefully driving this situation to a decision point. Will give us a clear set of standards that we can give to residents. Commissioner Merritt wants to ensure that our people and equipment are safe.

Commissioner Bergquist requested clarification on the order of tasks in the proposal; it seems we're doing them backwards as they'll be developing the standards after they review the bridge on Libby Lane. AC Headley indicated that's probably just from the order he listed the two phases of the project. The order in which they are accomplished can be reversed.

Commissioner Hallanger mentioned he thought this issue would have been put to rest several months ago. He feels it's a County responsibility and he's not sure where this will go.

Chairperson Cameron indicated we are looking out for our interest as the County has seemed to abdicate their responsibility in this issue. We will simply set our standards, not take over their responsibility. Commissioner Hallanger also asked if we spend \$7,000 today, do we call them back for certification of every bridge. Asst. Chief Headley said we then have a standard developed that we can give to every landowner. Commissioner Bergquist would like to review the file we have which is available at any time. We've discussed this proposed solution with our attorney and with the insurance company. Our attorney said we clearly need to take this action in this situation.

Chief LaFave indicated that our interest is in protecting the interests of the District and our people for the future.

Caroline Kuhn asked if we are requesting the engineering firm to look at the functionality of the bridge and if they are going to look at multi-point turns. She indicated the bridge was built before Mr. Lehman bought the land. It went from being a driveway and logging road to being a private road serving multiple homes.

A motion was made by Commissioner Merritt to approve the proposal submitted by Sargent Engineering, Inc., for providing bridge engineering services. Commissioner Olson seconded the motion. Further discussion. Motion carried.

Asst. Chief Headley will work through Chairperson Cameron to develop a contract with Sargent Engineering, Inc.

Asphalt Repair: Approximately 3,500 square feet of asphalt is breaking up on the southeast side of Station 21 as it was not designed for the load of the apparatus. Staff obtained three quotes to properly repair the area. The lowest per square foot quote was from Bradbury & Sons at \$297 per square foot. Staff recommends awarding the project to Bradbury & Sons for \$10,395 plus sales tax.

Questions from the Board were answered by Staff regarding the process of quotes and clarification on the work to be done.

A motion was made by Commissioner Hallanger to approve the project and award to Bradbury & Sons. Commissioner Merritt seconded the motion. No further discussion. Motion carried.

Chief's Report:

- Reminder that when we get a few sunny days, we'll start having brush fires. SW region with DNR is the most active in Washington. Working to make sure we're geared up for that.
- New 911 Director is Lori Massey; Asst. Chief and Chief met with her today. She has a great reputation from District Court. She has a very positive attitude and clear focus on leadership and management along with customer service issues. She's willing to work with the agencies to maximize our use of the 911 center. The Chiefs' association will revisit the audit with her so she's aware.
- Trudy Winterfeld is no longer the DEM Director. Bill Mahoney asked for input for needed improvements for the direction for DEM.

- Most of personnel moves to and from Station 23 have occurred. Captain Kelly is working with the volunteer group; Tim Hislop will move up to Station 23 as volunteer Captain and Jon Comte has been appointed as acting captain at Station 25. Each career shift is assigned to a Response Group to assist in coordinating training and interacting in training.
- Just completed two days of training with Longview Fire at Weyerhaeuser. Chief has directed Captain Kelly to look for more opportunities for joint training with Longview and Cowlitz 5 (Kalama).
- Tomorrow and Friday there will be approximately 60 recruits at the MERTS facility in Astoria. Chief LaFave, Chief McDaniel from LFD and Chief Leatzow from Kalama will all be there along with a number of staff members. This training includes very compressed physical and mental challenges for everybody involved.
- We have seven interns that have applied from the high school class. They'll be coming on board during the summer as interns and some have expressed interest as Shift Volunteers.
- June 24th is a fund raiser breakfast for the Chaplaincy program at the Convention Center at 9:00 a.m. Chief is committed to filling a table; Asst. Chief Headley will be there as Chief LaFave will be in Honduras.
- Some time ago, Fire Inspector (now Deputy Fire Marshal) James Graham was at Huntington School for an inspection when the school Principal announced to the teachers to hide the door wedges, etc. because they were going to be inspected. Recently, we had an opportunity to review an email sent out by the principal of Kelso High School to all of their staff to hide their door wedges and extension cords because she found out they were scheduled for another inspection. Commissioner Merritt indicated from his experience these issues are a common practice in the school system. They are so focused on the issues of teaching the children, that the use of extension cords or door wedges appears minor and outside their scope of concern. James Graham met with the principals last year and provided life safety information; he felt it was a good, productive meeting so he was very disappointed to see this email. Chief LaFave indicated he will take the information and ask to meet with Superintendent Glenys Hill or Asst. Superintendent Patty Page and let them know that we are concerned that they are trivializing this important life safety issue. Chairperson Cameron reminded Chief LaFave that the email is a public record and is discoverable and puts the school district at great risk.
- Asst. Chief Headley and Lead Mechanic Carner will be going to Chehalis for final inspection of the new ambulance on Tuesday and perhaps take possession if everything is okay.
- EMS calls report is now being provided by the Fire House program rather than EMS Administrator Ribelin manually counting the call types.

Payroll:

A motion was made by Commissioner Olson to approve the payroll of May 19, 2006, totaling \$68,265.45 for warrant numbers 21489 through 21507. Commissioner Merritt seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve the vouchers totaling \$71,329.76 for warrant numbers 21508 through 21578 dated May 26, 2006. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Announcements:

- Commissioner Merritt asked about the County Fire Commissioners meeting here tomorrow night.
- Chief LaFave indicated we've had one labor negotiation session with another scheduled for Tuesday.
- Venue of the Volunteer All Call meeting may change to a live fire exercise on June 5th.

Executive Session:

None

Adjournment:

Meeting was adjourned at 6:42 p.m. by Chairperson Cameron.

Chairperson

District Secretary