

**Okanogan County Fire District #6**  
**Board of Fire Commissioners Meeting Minutes**

July 8, 2024

**Present:** Chief Acord, Assistant Chief Stamps, Commissioners Brandenburg, Milliken, and Lindsey, and Secretary Norris

Meeting called to order by Commissioner Brandenburg at 7pm

**Approval of Minutes:** A draft copy of the minutes from the June 10, 2024 regular meeting was distributed; Commissioner Milliken moved to approve the minutes and Commissioner Lindsey seconded the motion – all were in favor and the motion passed. Commissioner Milliken and Secretary Norris signed the minutes.

**Approval of Treasurer Report:** A copy of the report was distributed and time given to review it. Commissioner Brandenburg moved to approve the report, Commissioner Milliken seconded the motion, all were in favor of approval and the motion passed. There was a discussion about adding the treasurer report to the packet of info for the commissioners which was approved, but all agreed the report would not be distributed prior to the meeting.

**Correspondence:** None

**Public Comment:** None

**Old Business:**

- **Drainage Swale for Horizon Flat Rd:** Chief Acord shared drawings and stated he had some questions regarding the primary swale. He also reported he asked our counsel to draft an agreement that protects the district's interests better, but had nothing more to report at this point. The intent continues to be to get the Town of Winthrop to waive the \$10K for sidewalk requirement in exchange for the property needed for the swale.
- **Driveway Easement Shift for Carlton:** Property owners agreed to move the easement to the back east end of the property. Commissioner Brandenburg made a motion to the easement shift and to have Assistant Chief Stamps sign the easement in lieu of Chief Acord. Commissioner Milliken seconded the motion and all were in favor – the motion passed.
- **Surplus Vehicle:** Chief Acord stated the Oroville Fire District expressed interest in purchasing the vehicle. He said the bluebook value of the truck was \$6,500 and suggested a sale price of \$7,000, as is. He also stated the Oroville district has a very limited budget. Commissioner Lindsey asked about whether we can lower the price and Chief Acord said it must be based on the Kelly Blue Book price. Commissioner Lindsey moved to sell the vehicle for \$6,500; Commissioner Brandenburg seconded the motion and all were in favor – the motion passed.
- **New Apparatus:** Chief Acord reported he had received the details on the loan from the state- 3.9% for 10 yrs or \$97K per year. The loan is through the State Treasurer and the State is providing the bond.

- **Training Report:** Commissioner Milliken stated he wanted to roll this topic into the New Business part of the agenda under Fire District Operations/Standards; all were ok with this change.

#### **New Business:**

- **Davis Lake Annexation:** Chief Acord stated one resident (Julie Zarn) took the lead to get the annexation done. The group represents 460 acres and must have 60% approval, they provided approval documentation for 71%.
  - There was discussion between the Board, Chief Acord, and members of the public about other matters.
  - Chief Acord explained the process for completing the annexation: Board must approve the SEPA determination of nonsignificance provided by our attorney, along with 60% of the property in agreement. From there, the County Board of Commissioners gives final approval.
  - Commissioner Brandenburg moved to approve the SEPA determination of nonsignificance; Commissioner Lindsey seconded the motion and all were in favor – motion passed.
  - Chief Acord said the next step is to have a public hearing, which the Board must schedule. Commissioner Brandenburg proposed 1830 on August 12; Commissioner Lindsey seconded the motion and all were in favor – the date for the public hearing was set to 1830 on August 12 at District headquarters.
  - Chief Acord provided a draft of Resolution #24-007; Commissioner Brandenburg moved to approve the resolution, Commissioner Lindsey seconded the motion and all were in favor – the motion passed and the commissioners signed the resolution.
- **PERS Enrollment:** Chief Acord said the Board must approve the District’s enrollment with the State PERS program so the Secretary is able to participate. He provided Resolution # 24-006 for review. Commissioner Lindsey moved to approve the resolution and Commissioner Milliken seconded it, all were in favor and the motion passed. The commissioners all signed the resolution.
- **Response Guideline Update:** Chief Acord was asked to show the response plan to the insurance rating bureau. The plan shows what happens in situations where an apparatus isn’t available or a station is blocked.
  - Commissioner Lindsey asked if this is a modification to existing district operating guidelines?
  - Chief Acord said he added 7.0 and 8.0 to our SOGs in response to the request from the rating bureau.
  - There was some additional discussion about response guidelines and how they were proved effective on the Gold Creek Fire.
- **Fire District Operations/Standards**
  - Commissioner Milliken asked what does success look like for the district and how we can be using metrics to better communicate what we do?
  - Commissioner Brandenburg asked for examples

- Commissioner Milliken offered Preparedness Levels and Response times, public engagement (new volunteer recruitment), existing volunteer participation in training, volunteer tenure.
- Commissioner Brandenburg asked what the expectation would be? He stated we're as good as we've ever been and do we really want to burden the public and ask more from them? He then asked if Commissioner Milliken was talking about changes in reimbursement for volunteers?.
- The commissioners and members of the public continued the conversation regarding metrics for several more minutes but no actions were taken.

### Chiefs Report

- **Monthly Staff Accruals:** Chief Acord said he forgot to print the monthly report and said he'd bring it to the next regular meeting.
- **Call Log:** Chief Acord shared the response report from May
- **Gold Creek Fire update:** Chief Acord said we were able to track water usage from the Carlton Station hydrant and were able to get paid for the usage (\$420) by the State.
- **Firefighter 1 training class update:** Chief Acord said the entire class completed their test out day and all successfully passed. Next step for their state certification is to complete hazardous material training and test out which is scheduled for the fall.

### Good of the Order

- Commissioner Milliken recognized Volunteer Lieutenants Richison and Hevly for their work on the Gold Creek Fire.

**Voucher Review and Approval:** The voucher report was shared with the Commissioners and they took time to review it and also went through the invoices from the month. Commissioner Brandenburg moved to approve the vouchers, Commissioner Milliken seconded the motion and all were in favor – the motion passed. Commissioner Brandenburg signed the voucher reports.

Meeting was adjourned by Commissioner Brandenburg at 8:38pm

Commissioner Brandenburg



Secretary Norris

