

## **Klickitat County Fire District 3**

**200 Husum Street, Husum, WA 98623**

**Commissioner's Meeting**

**Thursday February 10, 2022**

Due to COVID-19 and restrictions for in person meetings, this meeting occurred 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, Commissioner Virts (Quorum)

Staff: Wes Long (Fire Chief), Rozalind Plumb (District Secretary), Eric Bosler (Fire Prevention Coordinator), Robert Merritt (MHC)

Citizens: Melina Heindel (Citizens Advisory Panel), Justin Bousquet, Sheri Bousquet, and one unknown.

### **APPROVAL of AGENDA**

***Motion to approve agenda for the 10<sup>th</sup> of February 2022 made by commissioner Virts, Seconded by Commissioner Connor. ( 3 yay, 0 nay ) motion passed.***

### **MINUTES of LAST MEETING**

***Motion to approve minutes of January 13th, 2022, Regular Business meeting made by Commissioner Virts, seconded by Commissioner Connor (3 yay, 0 nay) motion passed.***

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

### **GENERAL EXPENSE FUND 667.1**

***Motion to approve the General expenditure scripts as presented in the Secretary's Financial Report made by Commissioner Virts, seconded by Commissioner Montag, (2 yay, 0 nay, 1 absent) motion passed.***

### **CAPITAL EXPENSE FUND 667.3**

***Motion to approve capital expenditure scripts as presented in the Secretary's Financial Report made by Commissioner Virts, Seconded by Commissioner Connor (3 yay, 0 nay) motion passed.***

### **Invested funds**

Discussion on the investments and why Capital funds had not been reinvested to date. The consensus was to reinvest as much as possible as we draw down the funds.

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

Additional information included damage to items on the engine that was at station 32. Chief request direction from the board on what to do with the damaged engine. The cab is crushed, and it is likely to be totaled. Insurance will offer a value on the vehicle. There may be options to buy it back and sell it for scrap or sell it to an alternative use.

## ON GOING BUSINESS:

1. **PERSONNEL:** Nothing to report.

2. **POLICIES:** Nothing to report.

3. **BOND:**

- CAPITAL PROJECTS Robert Merritt project manager – mHc Associates (see attached)

- **Station 31 Progress Report**

Close to completion apart from electrical. Due to delays in supplies, the new 600-amp electrical panel is still waiting for parts to be manufactured (initial estimated date was Feb 1<sup>st</sup>, but that has changed to “unknown” status). The decision was made to temporarily connect the station to the existing 400-amp power panel until the new system is complete.

Office area and training room have finish trim going in.

Training room kitchenette still needs to be purchased by the district (must be ADA compliant). The estimate for the training room was \$22,000 and includes installation of the kitchenette.

Kitchen – waiting for gas ranges, fridge freezers and countertop/sink. These items need to be ADA compliant and purchased by the district.

Outside – bollards, water lines, radio tower base is installed,

Power and IT cables have been laid to the future site of external building.

Sign Off schedule- a walk through is planned for either Wednesday 16<sup>th</sup> or 23<sup>rd</sup>. A punch list of jobs to finish will be established, after which temporary occupancy can be granted.

**Rain Garden** - Washington State Department of Ecology Mr. King visited both Station 31 and Station 32 on Tuesday February 8<sup>th</sup> and will provide a written evaluation.

- CAPITAL PURCHASES – nothing to report currently.

4. **Station 32 Collapse**

Pole barn section of the station is the area that collapsed. The north wall has pulled away and is leaning out. The columns have been displaced by up to 2 inches at the base and lean out considerably.

Plan is to remove the columns and pour foundations for new walls to support the structure Estimate- \$375,202.19 to rebuild Station 32. (“not to exceed” terminology used in estimates to restrain costs). That does not include engineer and architect (approx. \$22,000), nor the roof (approx. \$90,000).

Timeline: The plan and estimates need to pass through the insurance company before we can move forward. Dana Hale estimated it will take until April before it is complete.

**Contract Amendments:**

Waiting on the Attorney Brian Snure to complete the addendums to the construction contracts. The district needs to address the liquidated damages section of the contract. The district

understands the delays are out of the control of the contractor. Having a final date for Station 31 should be reasonable to estimate. A final date for station 32 will be more difficult to determine as we do not know how long the insurance company will take to approve the rebuilding plans.

5. **Surplus** – Camas Valley FD is interested in purchasing the remaining Plymo-vent system. Waiting for details if it will fit their station.
6. **Out of District Billing** – no update.
7. **Ambulance A31** – can be removed from agenda.

#### **NEW BUSINESS:**

##### **1. Station 31 HVAC**

The Heating and Air system for the training room and hallway has failed. Repair and replacement costs were sent out to the board. Chief has spending authority to make the purchase but wanted direction from the board. Consensus was to replace with a new propane unit rather than repair an old one.

**PUBLIC DISCUSSION** – Commissioner Montag opened the floor for public discussion at a maximum of 5 minutes per participant.

Sheri Bousquet comments/concerns:

- **Department of Ecology** visit to station 31 - would like information on the visit from Department of ecology. Why were they visiting, what was the outcome and what will the depart be doing about the outcome?
- **Plumbing to the rain garden**- she has concerns about what will be put down the drains. Will an oil water separator be installed?
- **Generator**
  - would like Mr. Merritt to explain again why the decision was made to move the industrial propane generator from the alcove in the middle of the site to 5ft from the property line.
  - Expressed concerns with
    - noise level
    - The generator does not have a sound wall.
    - It is placed less than 50ft from a residential home,
    - It will be started every month
    - Air quality from the generator when in use
  - Who in the county approved the relocation of the generator?

District responses:

- **The Department of Ecology**- DOE received a complaint about the rain garden and contacted the district for information. During the dialogue with DOE Chief invited them to visit both Station 31, and Station 32 to review the rain gardens. DOE visited both sites and was shown how the

systems were designed/permitted by professionals, and functioning including what areas of the site were draining into the rain garden. Waiting for a written response from DOE if any changes are required to the system.

- **Plumbing**- see DOE visit above.
- **Generator** - Mr. Merritt responded: In the original design the generator was in the alcove at Station 31. Mr. Merritt noticed that it was close to the HVAC system and could cause a problem with carbon monoxide being pulled into air intake and into the building (he has prior experience with this situation). He advised the architect to move the generator, he did not specify where to move it to, other than "somewhere other than next to the HVAC". The architect moved it to the SE corner. The new location is cost effective as it is a shorter run for wiring to and from the electrical panels in the mechanical room. Any more details on the location would need to be directed to Architect and engineers.
  - The district hired professionals to design and install the equipment. All the plans were submitted to the county which they permitted. The project manager and the board rely on the professionals and the county building officials to review and permit the process.

**Good of the Order:** The Citizens Advisory Committee were commended for their outstanding contributions to the district since 2013. They have been instrumental in providing long range goals, direction, and expectations of the fire department. It was noted that the original 12-member group has shrunk as people have moved away. It was suggested that the group reach out for new members to help guide the district into the future.

**Next meeting:**

Regular Board Meeting will be THURSDAY March 10th at 3pm (1500 hrs.).


**Adjourn.**

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

Meeting adjourned at 16:35 hrs.


**APPROVED BY:**

  
Chairman – Commissioner Thomas Montag (date)

  
Commissioner Robert Connor (date)

  
Commissioner Charles Virts (date)

**Attest:**

  
District Secretary Rozalind Plumb

Klickitat County Fire District 3 Commissioners Meeting  
200 Husum Street Husum, WA.  
February 10, 2022 at 15:00 (3 pm).

**AGENDA**

**REGULAR BOARD MEETING -virtual meeting via zoom**

Join Zoom Meeting	<a href="https://us02web.zoom.us/j/82329271412?pwd=NjRJa1VFUEJJaFNOMUlac0RVZmdlZz09">https://us02web.zoom.us/j/82329271412?pwd=NjRJa1VFUEJJaFNOMUlac0RVZmdlZz09</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:**
  - January 13<sup>th</sup> – Regular Business Meeting (3pm)
- **Secretary / Finance Report**
- **Chief's / Training Report**
- **On Going Business**
  1. **Personnel:**
  2. **Policies:**
  3. **BOND**
    - CAPITAL PROJECTS
      - Progress report
      - Rain Garden
    - CAPITAL PURCHASES
  4. **Station 32 Collapse**
  5. **SURPLUS** – Plymo-vent sale.
  6. **Out of District Billing** – (2017 141 fire) collections.
  7. **Ambulance A31-**
- **New Business:**
  - 1.
- **Public Discussion:**
- **Good of the order:**
- **Next meeting:** Regular meeting: Thursday March 10<sup>th</sup> 3:00 pm.
- **Motion to adjourn:** (A) Time \_\_\_\_\_

## February 10, 2022 Secretary's Report

### County Treasurer's Report for December 2021 – received after December meeting

	Fund	Beginning Balance	Deposits	Disbursements	Ending Balance
1	General 667.1	1,140,474.19	8,698.78	754,625.71	394,547.27
2	Capital 667.3	1,603,020.84	97.38	412,428.60	1,190,689.62
3	Bond 667.2	306,556.10	5,373.60	0.00	311,929.70
4	Invested Gen	0.00	716,418.88	0.00	716,418.88
5	Invested CAP	0.00	0.00	0.00	0.00

### County Treasurer's Report for January 2022

	Fund	Beginning Balance	Deposits	Disbursements	Ending Balance
1	General 667.1	394,547.27			
2	Capital 667.3	1,190,689.62			
3	Bond 667.2	311,929.70			
4	Invested Gen	716,418.88			
5	Invested CAP	0.00			

**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
\$504,872.24	\$59758.72	12%	\$445,113.52

<b>Total Expenditure from General Fund</b>	<b>\$</b>
Additional expenditure (grants etc.)	
<b>Total expenditure from General Fund</b>	

**General Expenditure Scripts for approval**

Date	Amount	Date	Amount
1/19/22	1,500.82	2/1/22	2,098.66
1/24/22	7,342.48	2/1/22	2,309.04
1/24/22	4,386.61	2/7/22	4,702.62
1/26/22	2,325.24		

**2. CAPITAL FUND 667.3:**

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

Capital Expenditure Scripts for Approval

Date	Amount
2/7/22	920.00

**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 June		58,473.18	58,473.18	
2021 Dec	118,415.56	58,473.18	176,888.74	235,361.92
2022 June				
2022 Dec				

4. Invested General Funds: \$716,418.88

5. Invested Capital Funds: \$0

**6. Internal Review and reconciliation**

	Date	By
Treasurer's Report	2/9/22	Commissioner Connor
Auditor's Report	2/9/22	"
Credit Card	2/9/22	"
Petty Cash	2/9/22	"
Payroll	2/9/22	"
General Deposits	2/9/22	"

**7. Correspondence:**

- Public Record requests- 3 new requests.

**8. Current priority projects include:**

- Station 32
- Station 31 kitchens
- BVFF 2021 qualifications.
- 2021 State Audit report
- 2021 Annual Report



**Klickitat County  
TREASURER REPORT  
December 2021**

**REVISED**

3:37 pm, Jan 24, 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	\$ 1,140,474.19	\$ 306,556.10	\$ 1,603,020.84
<b>+++ Increases +++</b>				
Receipts (Revenue Dist Rpt)	2	8,698.79	5,373.60	97.38
Netted Transactions	3	-	-	-
Matured Investments	4	-	-	-
Interfund Transfers - In (397)	5	-	-	-
Other Revenue - JE's	6	-	-	-
<b>Subtotal Increases</b>	<b>7</b>	<b>8,698.79</b>	<b>5,373.60</b>	<b>97.38</b>
<b>&lt;&lt; Disbursements &gt;&gt;</b>				
Other Expenditures - JE & KC AP	8	23,082.62	-	412,428.60
Interfund Transfers - Out (597)	9	-	-	-
New Investments	10	716,418.88	-	-
Disbursements (AP & PR)	11	-	-	-
E - Transactions (ACH & EFTPS)	12	15,124.21	-	-
Debt Service P&I	13	-	-	-
Other	14	-	-	-
<b>Subtotal Disbursements</b>	<b>15</b>	<b>754,625.71</b>	<b>-</b>	<b>412,428.60</b>
<b>ENDING CASH BALANCE</b>	<b>16</b>	<b>\$ 394,547.27</b>	<b>\$ 311,929.70</b>	<b>\$ 1,190,689.62</b>
<b>WARRANTS</b>				
Previous Month O/S	17	-	-	-
Issued (+)	18	-	-	-
Redeemed (-)	19	-	-	-
Canceled (-)	20	-	-	-
<b>WARRANTS OUTSTANDING (O/S)</b>	<b>21</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash Balance &lt;O/S Warrants &gt;</b>	<b>22</b>	<b>\$ 394,547.27</b>	<b>\$ 311,929.70</b>	<b>\$ 1,190,689.62</b>
<b>INVESTMENTS</b>				
Beginning Inv Balance	23	-	-	-
Matured Investments	24	-	-	-
New Investments	25	716,418.88	-	-
<b>ENDING INVESTMENT BALANCE</b>	<b>26</b>	<b>716,418.88</b>	<b>-</b>	<b>-</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>	<b>30</b>	<b>-</b>	<b>2,557,658.57</b>	<b>-</b>



KLICKITAT COUNTY TREASURER INVESTMENT LEDGER

**REVISED**

3:37 pm, Jan 24, 2022

Month: December-2021

Date	Bal Fwd	Deposits (+)	Withdrawls (-)	Int Pd	Balance
12/1/2021	49.91	-	-	-	49.91
12/2/2021		-	-	-	49.91
12/3/2021		-	-	-	49.91
12/4/2021		-	-	-	49.91
12/5/2021		-	-	-	49.91
12/6/2021		-	-	-	49.91
12/7/2021		-	-	-	49.91
12/8/2021		-	-	-	49.91
12/9/2021		-	-	-	49.91
12/10/2021		-	-	-	49.91
12/11/2021		-	-	-	49.91
12/12/2021		-	-	-	49.91
12/13/2021		-	-	-	49.91
12/14/2021		-	-	-	49.91
12/15/2021		-	-	49.91	(0.00)
12/16/2021		-	-	-	(0.00)
12/17/2021		-	-	-	(0.00)
12/18/2021		-	-	-	(0.00)
12/19/2021		-	-	-	(0.00)
12/20/2021		716,418.88	-	-	716,418.88
12/21/2021		-	-	-	716,418.88
12/22/2021		-	-	-	716,418.88
12/23/2021		-	-	-	716,418.88
12/24/2021		-	-	-	716,418.88
12/25/2021		-	-	-	716,418.88
12/26/2021		-	-	-	716,418.88
12/27/2021		-	-	-	716,418.88
12/28/2021		-	-	-	716,418.88
12/29/2021		-	-	-	716,418.88
12/30/2021		-	-	-	716,418.88
12/31/2021		-	-	-	716,418.88
<b>Total</b>		<b>716,418.88</b>	<b>-</b>	<b>-</b>	<b>716,418.88</b>

Average Daily Balance: 277,344.37  
 Net Earnings Rate: 0.0907%  
 Gross Earnings: 21.36  
 Ending Balance: 716,440.24

KLICKITAT COUNTY TREASURER INVESTMENT LEDGER

**REVISED**

3:37 pm, Jan 24, 2022

Month: December-2021

Date	Bal Fwd	Deposits (+)	Withdrawals (-)	Int Pd	Balance
12/1/2021	102.51	-	-	-	102.51
12/2/2021		-	-	-	102.51
12/3/2021		-	-	-	102.51
12/4/2021		-	-	-	102.51
12/5/2021		-	-	-	102.51
12/6/2021		-	-	-	102.51
12/7/2021		-	-	-	102.51
12/8/2021		-	-	-	102.51
12/9/2021		-	-	-	102.51
12/10/2021		-	-	-	102.51
12/11/2021		-	-	-	102.51
12/12/2021		-	-	-	102.51
12/13/2021		-	-	-	102.51
12/14/2021		-	-	-	102.51
12/15/2021		-	-	102.51	0.00
12/16/2021		-	-	-	0.00
12/17/2021		-	-	-	0.00
12/18/2021		-	-	-	0.00
12/19/2021		-	-	-	0.00
12/20/2021		-	-	-	0.00
12/21/2021		-	-	-	0.00
12/22/2021		-	-	-	0.00
12/23/2021		-	-	-	0.00
12/24/2021		-	-	-	0.00
12/25/2021		-	-	-	0.00
12/26/2021		-	-	-	0.00
12/27/2021		-	-	-	0.00
12/28/2021		-	-	-	0.00
12/29/2021		-	-	-	0.00
12/30/2021		-	-	-	0.00
12/31/2021		-	-	-	0.00
Total		-	-	-	0.00

Average Daily Balance: 42.99  
 Net Earnings Rate: 0.0907%  
 Gross Earnings: -  
 Ending Balance: 0.00



**KLICKITAT COUNTY**

**Fund Revenue Distribution**  
As of 12-31-2021

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	2021	\$0.00	\$8,272.16	\$486,011.31
			2020	\$0.00	\$95.22	\$5,558.79
			2019	\$0.00	\$0.00	\$1,326.80
			2018	\$0.00	\$0.00	\$1,799.34
			2017	\$0.00	\$3.37	\$84.53
			2016	\$0.00	\$3.05	\$8.04
			2015	\$0.00	\$0.00	\$72.52
			2014	\$0.00	\$0.00	\$6.73
			2012	\$0.00	\$0.00	\$3.89
			2011	\$0.00	\$0.00	\$3.39
			2010	\$0.00	\$0.00	\$2.70
			2009	\$0.00	\$0.00	\$1.35
			<b>Fund Totals:</b>	\$0.00	\$8,373.80	\$494,879.39
<b>667001</b>	<b>FIRE DISTRICT #3 GENERAL FUND</b>					
	667131131	Sale of Tax Title Property	2021	\$0.00	\$0.00	\$9,789.95
	667131211	Private Harvest Tax;	2021	\$0.00	\$0.00	\$6,186.01
	6671317200000	Leasehold Excise Tax	2021	\$0.00	\$122.41	\$332.89
	6671332152301	USDOI;FOREST SERV & CORP ENG	2021	\$0.00	\$0.00	\$98.87
	66713360231	DNR PILT NAP/NRCA	2021	\$0.00	\$152.67	\$152.67
	667136111	Investment Interest	2021	\$0.00	\$49.91	\$638.37
	667136251	Space&Facil.Leases(SiForest)	2021	\$0.00	\$0.00	\$3,814.46
	667138611	Agency Deposits	2021	\$0.00	\$0.00	\$214,404.17
	667139511	Procds. FromSales of Fixed Assets	2021	\$0.00	\$0.00	\$93,293.87
			<b>Fund Totals:</b>	\$0.00	\$324.99	\$328,711.26
<b>667002</b>	<b>FIRE DISTRICT #3 BOND FUND</b>					
	667231111	Real & Personal Property	2021	\$0.00	\$5,309.72	\$313,841.17
			2020	\$0.00	\$63.88	\$3,703.13
			2019	\$0.00	\$0.00	\$935.22
	667231131	Sale of Tax Title Property	2021	\$0.00	\$0.00	\$5,729.26
	667231211	Private Harvest Tax;Timber	2021	\$0.00	\$0.00	\$2,458.56
	667239511	Procds.FromSales of FixdAssest	2021	\$0.00	\$0.00	\$60,696.02
			<b>Fund Totals:</b>	\$0.00	\$5,373.60	\$387,363.36
<b>667003</b>	<b>FIRE DISTRICT #3 CAP FUND</b>					
	667336111	Investment Interest	2021	\$0.00	\$97.38	\$2,368.77
			<b>Fund Totals:</b>	\$0.00	\$97.38	\$2,368.77



KLICKITAT COUNTY

Property Tax/Special Assessment Fund Activity

From 12-01-2021 To 12-31-2021

District: FIRE DISTRICT #3

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
<b>Fund Total:</b>		\$26,389.96	\$777.40	\$8,373.80	\$18,793.56
<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>					
2021	667212110	\$10,666.62	\$504.67	\$5,309.72	\$5,861.57
2020		\$6,151.07	\$0.00	\$0.00	\$6,151.07
2020	667212130	(\$3,754.41)	\$0.00	\$63.88	(\$3,818.29)
2019	667212110	\$6,300.30	\$0.00	\$0.00	\$6,300.30
2019	667212130	(\$4,407.64)	\$0.00	\$0.00	(\$4,407.64)
<b>Fund Total:</b>		\$14,955.94	\$504.67	\$5,373.60	\$10,087.01

## 2024 Operating Budget

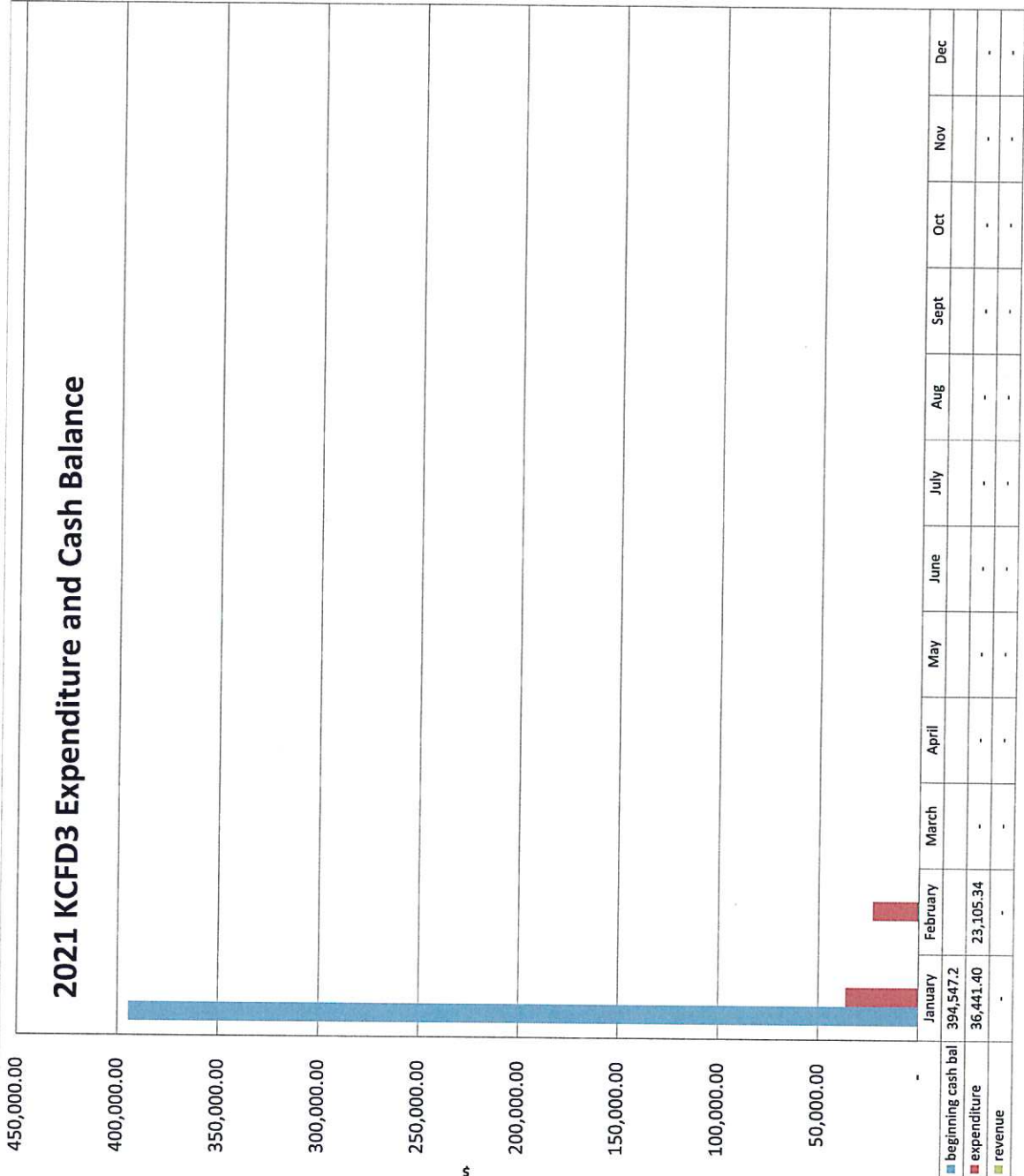
Updated 2/8/2022

This budget sheet is connected to the expenditure spreadsheet.

### Klickitat County Fire District 3

BUDGET 2022 CATEGORY	Original Budget	JANUARY expenditure	Expenditure YTD	Balance	% Used	NOTES
Salaries & Wages + employee paid benefits	236,151.92	14,890.83	29,166.37	206,985.55	12%	
Benefits (excluding employee paid)	49,187.00	3,061.66	5,537.49	43,649.51	11%	
Volunteer Stipend	15,600.00	12,283.19	14,381.85	1,218.15	92%	
Volunteer Disability/Pension/lifeflight	13,907.00	1,980.00	1,980.00	11,927.00	14%	
Volunteer Recognition	3,500.00	-	-	3,500.00	0%	
Office Expense/Supplies	5,500.00	181.19	181.19	5,318.81	3%	
Professional Services	21,750.00	927.84	2,089.93	19,660.07	10%	
Insurance	25,000.00	-	250.00	24,750.00	1%	
Communications	4,742.00	16.03	16.03	4,725.97	0%	
Advertising	2,000.00	-	-	2,000.00	0%	
Vehicle Parts/Repairs/service	15,000.00	1,054.40	1,085.35	13,914.65	7%	
Rescue - Apparatus/Supplies	13,300.00	-	-	13,300.00	0%	
Fuel	11,700.00	612.54	1,010.65	10,689.35	9%	
Facilities/Station Repairs/Supplies	5,000.00	200.00	503.88	4,496.12	10%	
Utilities Services	19,650.00	1,233.72	1,744.34	17,905.66	9%	
Travel & Meals	3,200.00	-	-	3,200.00	0%	
Training	7,000.00	-	-	7,000.00	0%	
Fire Supplies/service	8,200.00	-	-	8,200.00	0%	
EMS Supplies/service	9,000.00	-	1,599.66	7,400.34	18%	
Uniform/apparel	3,000.00	-	-	3,000.00	0%	
Prevention	1,700.00	-	-	1,700.00	0%	
Taxes (for previous year)	2,500.00	-	-	2,500.00	0%	
Dues & Fees	2,910.00	-	-	2,910.00	0%	
Municipal Pool Reserve	25,374.32	-	-	25,374.32	0%	
<b>Total budgeted expenditure</b>	<b>504,872.24</b>	<b>36,441.40</b>	<b>59,546.74</b>	<b>445,325.50</b>	<b>12%</b>	
EXTRA projects using cash balance						
State Grant Dept. of Health					#DIV/0!	
Expense for Wildland						
<b>Total Actual Expenditure</b>		<b>36,441.40</b>	<b>59,546.74</b>			
<b>Invested funds</b>						
Ave. property tax estimated in November 2020 + 10,770.76 new construction	507,486.34					285,338.92 *Includes 2021 stipends

## 2021 KCFD3 Expenditure and Cash Balance



## 2022 January Capital SUMMARY

Updated 01/24/22

<b>ORIGINAL BOND</b>	<b>\$ 3,235,750.00</b>
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	1,190,689.62

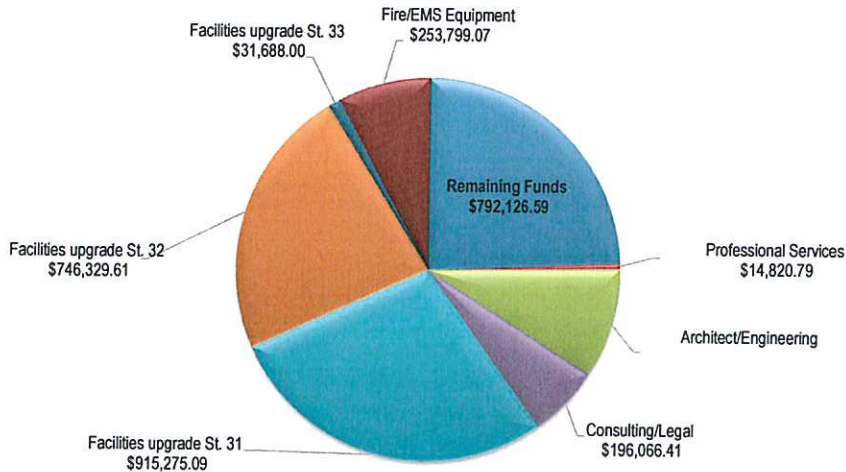
		2019	2020	2021	2022	2022 Totals	Capital Total
Facilities Upgrade/Admin	Professional Serv	8,870.89	5,949.90	-	-		
	Architect/Engineering	38,399.02	237,546.66	62,413.75	1,774.67		
	Architect deposit return	-	(40,000.00)	-	-		
	Consulting/Legal	60,841.92	40,741.15	79,483.34	-		
	Facilities Upgrade 31	27,322.65	1,911.46	667,671.58	218,369.40		
	Facilities Upgrade 32	-	3,722.69	564,187.96	178,418.96		
	Facilities Upgrade 33	2,477.00	-	29,211.00	-		
Equipment	Vehicles/Fire Equipment	234,713.55	16,667.32	18,825.66	-		
	EMS Equipment	2,418.20	-	-	-		
	MISC	-	-	-	-		
<b>TOTAL</b>		375,043.23	266,539.18	1,421,793.29	398,563.03	398,563.03	272,624.73
<b>REMAINING FUNDS</b>		2,845,706.77	2,579,167.59	1,157,374.30	792,126.59		2,461,938.73
<b>INVESTED</b>		2,822,552.04	2,430,000.00	1,199,290.40	-		758,811.27
<b>Balance</b> (does not include interest)		23,154.73	109,167.59	-	792,126.59		

						Total Interest Earned
<b>Interest Earned</b>		25,877.67	20,714.90	2,368.77	-	48,961.34

Treasurer Cash Balance **\$ 841,087.93** (includes interest)

Chart Summary	2018	2019	2020	2021	2022	Totals
Remaining Funds	\$ 15,000.00	\$ 375,043.23	\$ 266,539.18	\$ 1,402,967.63	\$ 398,563.03	\$ 2,257,512.07
Professional Services	\$ -	\$ 8,870.89	\$ 5,949.90	\$ -	\$ -	\$ 14,820.79
Architect/Engineering	\$ -	\$ 38,399.02	\$ 197,546.66	\$ 62,413.75	\$ 1,774.67	\$ 300,134.10
Consulting/Legal	\$ 15,000.00	\$ 60,841.92	\$ 40,741.15	\$ 79,483.34	\$ -	\$ 196,066.41
Facilities upgrade St. 31	\$ -	\$ 27,322.65	\$ 1,911.46	\$ 667,671.58	\$ 218,369.40	\$ 915,275.09
Facilities upgrade St. 32	\$ -	\$ -	\$ 3,722.69	\$ 564,187.96	\$ 178,418.96	\$ 746,329.61
Facilities upgrade St. 33	\$ -	\$ 2,477.00	\$ -	\$ 29,211.00	\$ -	\$ 31,688.00
Fire/EMS Equipment	\$ -	\$ 237,131.75	\$ 16,667.32	\$ -	\$ -	\$ 253,799.07

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



**Fire Chief's Report to Board of Commissioners**  
**February 9, 2022**

*Safety Near Miss: One near miss occurred while KCFD3 was on scene of a 2-car MVC at SR 141 and Fruit Home Colony Road. Traffic control measures were in place. Using TIM'S (Traffic Incident Management System) units placed flares at NW Lake Road and 141 to give 'pre-alert' notification to southbound traffic of an incident. While performing traffic control a semi-truck traveling southbound had difficulty stopping in the black ice – nearly colliding with Engine 31. Alert personnel conducting traffic control, were able to safely get to the side of the road.*

*6-Minutes for Safety planned 2/8/2022: Roadway operations and TIMS reminders. Structure Fire hazards and BLEVE's (LODD St. Paul Oregon fire department 2/5/22 due to explosion while working 'defensive mode' on a barn fire.*

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

- 8 calls within KCFD3's service area since your January meeting.
  - Eryie Road fire required significant time to investigate and meet with insurance adjusters at the site two days after the event. (Electrical fire which damaged some structure components).

**Projects:**

- **Bond:**
  1. Camas Valley Fire Department continues to express interest to purchase Plymovent System that was removed from Station 32. Working with Bob Merritt to accomplish that task. (02/07/22: they are evaluating the cost and application to their facility)
  2. SCBA compressor, cascade bottles and hoses arriving early March.
  3. Requested input from members for cabinetry in kitchen and training room. Ordered cabinetry for kitchen/training room. Cancelled the order due to adjustments needed for ADA requirements. Roz has been working with Jeff Dellis to get needed information before re-order is completed.
  4. Moving SCBA fill station down to the station as soon as approved by contractor.
  5. Relocating Station 32 antenna tower down to Station 31 to get it on to district property until installation.

**Apparatus/Fleet:**

1. Met with insurance appraiser to go over Engine 331. Provided them with electronic photos and equipment lists. Waiting for final determination in writing but it appears it will be categorized as a complete loss.
2. Engine 31 remains in the fire station. Aid 31, Brush 31 remain at Ryan Krepps' shop.
3. Water Tender 31 is currently in the body shop as planned for repairs. Expected to be out for 2 weeks. (Update 2/7/22 – Body repairs nearly completed. It will go into the paint booth next. Vendor suggesting possibly 2 more weeks).
4. Zach Langren working on a fuel issue with Engine 31 positive pressure fan. Runnability issues from being in the cold environment. Cycling new fuel through the system.
5. SCBA Batteries changed in fleet.
6. SCBA bench testing scheduled for March 10<sup>th</sup> at White Salmon.
7. **Citizen smoke complaints.** Followed up on citizen smoke complaint. Found unauthorized slash burning on Shadow Lane. Met with DNR at the site to provide information. Email dialog with WDOE, Mayor Keethler and reporting citizen.

**KCIFA.**

1. Chiefs met on 1/26. Provided comprehensive report to KCIFA about the Fire Defense Committee Regional Update, upcoming NFIRS reporting training, and upcoming DNR fire prevention opportunities.



- **Type 3 Team Assignment:** Annual sign up in process. Supervisor approval due February 11<sup>th</sup>.
- **Personnel:**
  1. Promoted Firefighter Jeremy Gross to the rank of Captain.
  2. Obtained two new members: Elizabeth Payne and Casey Wykes.
  3. Two members currently on leave for personal needs.
  4. Officer's meeting held in person 1/25/2022. (Riggleman, Helton, Grose, Long)
- **Annual Fit Testing:** Starting 2/8/22 for firefighters and EMT's (N-95 masks).
- **Community Building/pre-planning:**
  1. Planning communications to the school Superintendent with the goal of getting KCFD3 back into the schools to help with CPR training, fire inspection surveys and ongoing emergency planning. Covid restrictions have put these activities on hold.
- **Awards Banquet:** Tentative date: April 2, 2022, 1700 hours
- **Incident Reporting:** Fire District 3 fully compliant with NFIRS reporting to the State. Only 4 of the 18 fire departments in Klickitat County are submitting as required.
- **Annexation petitions:** Property owner near Bingen has not submitted documents needed. No other annexation requests currently.
- **COVID-19:** All Fire District 3 personnel compliant with Covid documentation as accommodations have been allowed. No documented exposures due to service provided or from assemblies. Currently, training is being adjusted to minimize congregating in groups to help prevent exposures. All personnel continue to wear PPE as required.
- **DNR Fuels Grant:** Informed by DNR to be prepared to begin citizen notifications for Phase 2 of this grant. Phase 1 has not gained momentum up to this point. \*\*Fuels reduction: Indian Hills Drive across Snowden Road westerly toward SR 141 = Phase 2.
- **"Culture Class"** 2/15/22 attending a one-day class surrounding fire department culture and how to implement "One Mission / Many Individuals" to set the table for growth and change. Free class: Clark County Fire District 3 this class is not open to others. Invited to observe content delivery.

**Training Report:**


- Firefighter attack drill at Bingen training grounds. (Victim rescue drill)
- Multi-company pump training. E31, E9 and WT 7.
- Apparatus Inspections (no business meeting for January)
- First Aid/CPR in the que when Covid concerns subside again.
- Beginning wildland initial training and refreshers starting in March.

**Community Events:** N/A

**Activities and Achievements:**



- Reviewing Lower Columbia Mobilization Plan to update Klickitat County's information. Fire Defense Committee project.
- Ongoing discussions with Chief Hunsaker related to both departments.
  - Organization, administration, and training.

Respectfully submitted:

  
Wesley W. Long – Fire Chief February 7, 2022

Zoom Meeting

Original Sound: Off | Recording... | View Options

Participants (10)

Find a participant

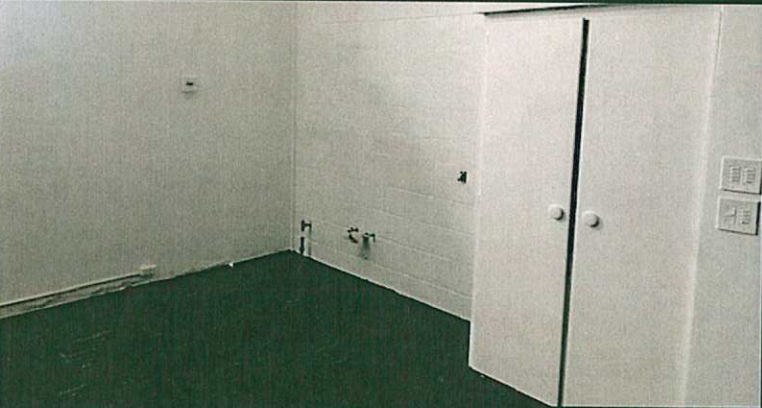

- RP Rozalind Plumb (Host, me)
- MA mHc Associates (Guest)
- CV Chuck Virts (Guest)
- TM Tom Montag (Guest)
- WL Wes Long (Guest)
- B Bob (Guest)
- E Eric (Guest)
- JB Justin B. (Guest)
- MH melinda heindel (Guest)
- SB Sheri Bousquet (Guest)

Unmute | Stop Video | Security | Participants (10) | Share Screen | Pause/Stop Recording | Reactions | End

Wesley W. Long - Fire Chief | February 7, 2022

Zoom Meeting

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Participants (11)

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- MA mHc Associates (Guest)
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- TM Tom Montag (Guest)
- WL Wes Long (Guest)
- B Bob (Guest)
- E Eric (Guest)
- JB Justin B. (Guest)
- MH melinda heindel (Guest)
- SB Sheri Bousquet (Guest)
- 15037504740 (Guest)

























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Wesley W. Long - Fire Chief | February 7, 2022

View

Participants (12)

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- RP** Rozalind Plumb (Host, me)  
- MA** mHc Associates (Guest)  
- CV** Chuck Virts (Guest)  
- TM** Tom Montag (Guest)  
- WL** Wes Long (Guest)  
- B** Bob (Guest)  
-  Eric (Guest)  
- JB** Justin B. (Guest)  
- MH** melinda heindel (Guest)  
- SB** Sheri Bousquet (Guest)  
-  15037504740 (Guest) 
- EB** Eric Bosler (Guest) 

End

Invite

Mute All

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2/10/2022



Zoom Meeting

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Participants (10)

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- RP Rozalind Plumb (Host, me)
- MA miHc Associates (Guest)
- TM Tom Montag (Guest)
- WL Wes Long (Guest)
- B Bob (Guest)
- CV Chuck Virts (Guest)
- E Eric (Guest)
- JB Justin B. (Guest)
- MH melinda heindel (Guest)
- SB Sheri Bousquet (Guest)

Justin B. | Sheri Bousquet

Unmute | Stop Video | Security | Participants | Share Screen | Pause/Stop Recording | Reactions | End

Wesley W. Long - Fire Chief | February 7, 2022

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