

**FIRE PROTECTION AREA NO.1 BOARD
REGULAR MEETING
October 26, 2016 6:00 p.m.
BAYSIDE FIRE HALL**

1. CALL TO ORDER/PLEDGE OF ALLIEGENCE

BOARD MEMBER Rebecca Nelson called the regular meeting to order at 6:02 PM

NOVA JAVIER, the Borough Clerk swore in Mike Dolph as a Fire Protection Area Board 1 member.

2. ROLL CALL

Board Members present were Rebecca Nelson, Paul Van Dyke and Mike Dolph. Also present were Chief Howard Rue and Secretary Jenny Clay.

VAN DYKE MOVED to excuse Scott Arndt and Richard Carstens.

VOICE VOTE ON MOTION CARRIED UNANIMOUSLY.

3. ACCEPTANCE/APPROVAL OF AGENDA

VAN DYKE MOVED to approve the agenda.

VOICE VOTE ON MOTION CARRIED UNANIMOUSLY.

4. APPROVAL OF MINUTES

DOLPH MOVED to approve the minutes for the regular meeting of September 20, 2016.

VOICE VOTE ON MOTION CARRIED UNANIMOUSLY.

5. ACKNOWLEDGE RECEIPT OF THE FINANCIAL REPORT

VAN DYKE MOVED to approve and acknowledge the Financial Report.

VOICE VOTE ON MOTION CARRIED UNANIMOUSLY.

6. VISITOR COMMENTS

Doug Mathers congratulated Mike Dolph on his appointment to the Board.

7. CHIEF REPORT

Chief Rue reported on calls for September 2016. One of his goals was to find more volunteers for Bayside Fire Department. The bid for installing the apartment windows was awarded to Alutiiq Contractors. The Bay-doors bid was awarded to Friend Contractors. The volunteers are erecting the shelving recently purchased. Chief Rue was also working on several grants including an Air Pac Grant that will include both Bayside and Women's Bay Fire Department for \$291,000 for 37 Air Packs which include bottles and face pieces. Another grant was for Prime Event

System, a diesel exhaust system for the lower bay which would hook onto vehicles and exhaust fumes from vehicles when they start. He was also investigating an Alaska Housing grant for new windows in the lower bay in front of the building. It was a \$10,000 grant which was available to municipalities. The Fire Fighter I course was coming to fruition and started November 7th with six volunteers from Bayside and participants from the City of Kodiak Fire Department. Fire Prevention week at Bayside was very successful with 150 people attending. The City Fire Department participated setting up their ambulance and engine. US Coast Guard had their Fire Prevention event the next Saturday which Bayside assisted in. A letter from Chief Sinclair was received thanking Bayside for their participation. He worked with a Pierce Equipment representative, receiving a rough price of \$500,000 for an engine and \$400,000 for a tanker. There could be a 3% increase in February 2017. If cash payments were made the price could drop. Chief contacted Spartan Mixed Fire Apparatus who will also send a representative to present their equipment and estimates. An RFP will then go out with a list of the equipment needed on each vehicle. Received quotes for bunker gear, Bayside needing 15 sets and Women's Bay 10 sets. He was recommending Globe for better fitting gear for approximately \$28,890. The gear would take approximately three months to receive. Bayside hosted a successful Muster last Sunday with 22 people attending. Volunteers John Parker and Brian Bonvillian were in charge of the event. He would soon begin the Action Training for EMS and Fire Training program. He thanked volunteers who stepped up including Gabe Patterson who assisted with paperwork, Bruce McNeil with equipment, Curt Law with wiring, Rebecca Nelson for the Fire Prevention Program and Gabe Moes for his time.

Gabe Patterson gave an update on the I Am Responding Program which was fully operational. It tracks equipment needing to be tested and serviced, personnel training records, attendance records and incident logs. A computer will be set up in the day room for volunteers to use for this purpose. Continued training on the program will be ongoing for volunteers.

8. CHAIR PERSONS REPORT

Rebecca Nelson reported that the US Coast Guard Fire ordered the Action Training Program. State of Alaska EMS also uses that program. The Fire Prevention section of the Bayside was looking into a grant through State Farm. Thanked Curt Law for helping the Hazardous House with the wiring. He and others made the Fire Prevention event a success. The Hazardous House will be going to North Star and Kodiak Christian School in November for more Fire Prevention Training. She welcomed Mike Dolph to the board.

9. NEW BUSINESS

a) Election of Officers

NELSON OPENED NOMINATIONS FOR CHAIR.

DOLPH MOVED to nominate Paul Van Dyke for Chair.

VOICE VOTE ON MOTION CARRIED UNANIMOUSLY.

NELSON MOVED TO OPEN NOMINATIONS FOR VICE CHAIR.

DOLPH MOVED to nominate Richard Carstens for Vice Chair.

VOICE VOTE ON MOTION CARRIED UNANIMOUSLY.

b) Discussion of 2017/2018 Budget Process

Chair Van Dyke spoke to the board about issues and visions of the station which need to be addressed within the budget. He suggested having a work session with the Borough Finance Director to discuss purchasing options for apparatus. He liked the Chiefs timeline on replacement of apparatus. A long term fiscal plan will benefit our community. Board discussion ensued.

c) Protecting Burn building and Generator from Further potential damage

Nelson suggested making a list of items in need of repair for the burn building including cost. Dolph noted the generator exhaust stack needed to be fixed and generator protected from weather. Chief Rue with Bayside volunteers would build a list with cost for both. This would be presented at the next work session and budget process.

d) Apparatus Specifications

Chief Rue reported Pierce Fire Equipment representative along with himself and Bruce McNeil compiled a list of options needed for the Engine and Tender. Spartan would also be sending a representative for the same list of options. An RFP could then be made public for the new engine and tender. Board discussion ensued.

10. VISITOR COMMENTS

Doug Mathers suggested the NFPA standard should be confirmed as the newest on the turn out gear so they are not out of date a year after purchased. He noticed in the past the Borough and City defer their maintenance on the buildings they own. A five year plan would be a great idea. He suggested since the Chief was busy with the firefighting side of things that maybe the board should be in charge of building maintenance. The transfer switch on the generator needed protection and the window above it was fogged out. The switch was mechanical and needed protection from the weather or it would not last. He went to an open house in Bedford Texas and their equipment was Spartan. The equipment looked like fine equipment and their fire department was happy with it.

11. BOARD MEMBERS COMMENTS

R. Nelson – Reiterated the need of a work session to discuss budget and building maintenance so the problems will not cost more than they need to.

M. Dolph – Pleased to be back on the board again. He was looking forward to the future and would like the board to remain proactive. Some things were mentioned tonight about

maintenance and budget plans. He would hate to try and salvage what was left of the generator after the weather hit it and nothing was done. He appreciated volunteers who come in. He appreciated their comments and participation in the meetings.

P. Van Dyke – He thanked Mike Dolph for joining the board. He was looking forward to his input. He encouraged Doug Mathers to attend the work session. He had some great ideas and suggestions. Doug was correct that building maintenance was not local government strength, but it could be strength for the station. It should not be all on the Chief to take care of. It needs to be shared by the Board, Chief and volunteers. He appreciated the input of the volunteers. He thanked the board for their vote of confidence.

12. NEXT MEETING SCHEDULE

Chair Van Dyke scheduled a Work Session for November 15, 2016 and a Regular Meeting for November 22, 2016. Both meetings will be at 6:00 p.m. at Bayside Fire Department.

13. ADJOURNMENT

CHAIR VAN DYKE moved to adjourn the meeting.

VOICE VOTE ON MOTION CARRIED UNANIMOUSLY.

The meeting was adjourned at 7:17 PM.

SUBMITTED BY:



Jenny Clay, Board Secretary
KIB Engineering/Facilities Department

Date: 12/6/16

APPROVED BY:



Chair Paul Van Dyke

Date: 12/6/16