



**MINUTES**

August 13, 2018

The Advisory Fire Commission met at a regular meeting on Monday, August 13, 2018 at 7:00 p.m. Chairman Rojanasathira called the meeting to order, and Jill Ray led the salute to the flag.

**ROLL CALL**

**Present:** Commissioners: Richard "Tom" Chapman – At Large #2  
Debra Galey – District IV  
Matthew Guichard – District II  
Nat Rojanasathira – District V  
Lisa Bartley – District I Alternate  
Walter Fields – District V Alternate  
Darran Mazaika – District IV Alternate

Fire Chief: Jeff Carman

**Absent:** Erel Betser – District I  
Mike Egan – At Large #1

**SERVICE AWARDS**

Fire Chief Carman presented Interim Assistant Fire Chief Charles Stark with his 15-year service award pin. Chief Stark presented Fire Captain Dave Manzeck with his 15-year service award pin.

**PUBLIC HEARINGS**

Chairman Rojanasathira opened the public hearing on the August 8, 2018 Report on the Cost of Abatement. Hearing no objections or protests to the August 8, 2018 Abatement Report, the hearing was closed. Chairman Rojanasathira then asked for a motion to adopt the "Resolution of Confirmation" confirming the August 8, 2018 Abatement Report in the amount of \$42,377.83. Commissioner Chapman moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Bartley. Said motion carried by a unanimous vote (AYES: Bartley, Chapman, Galey, Guichard, Rojanasathira; ABSENT: Betser, Egan).

Commissioner Chapman made an additional motion to have District staff adjust or modify any charges found to be incorrect because the charge was entered:

a) more than once,

- b) through clerical error,
- c) through the error or mistake of a material fact, or
- d) illegally

Motion seconded by Commissioner Galey. Said motion carried by a unanimous vote (AYES: Bartley, Chapman, Galey, Guichard, Rojanasathira; ABSENT: Betser, Egan).

### **PUBLIC COMMENTS**

None

### **CONSENT ITEMS**

A. June 11, 2018 Meeting Minutes

B. Accept and File Reports:

1. Personnel Report
2. Operating Budget
3. CORRECTED Operating Budget (from June meeting)
4. Fire Prevention Report – Pulled from Consent calendar and moved to Discussion Items.
5. Monthly Activity Reports
6. Suppression Leave Summary
7. Correspondence

Commissioner Galey made a motion to accept and file items A., B.1. through B.3., and B.5. through B.7. Motion seconded by Commissioner Bartley. Said motion carried by a unanimous vote (AYES: Bartley, Chapman, Galey, Guichard, Rojanasathira; ABSENT: Betser, Egan).

### **DISCUSSION ITEMS**

A. Fire Prevention Report – Reviewed/discussed August 13, 2018 report.

Commissioner Chapman made a motion to accept and file the Fire Prevention Report, seconded by Commissioner Bartley. Said motion carried by a unanimous vote (AYES: Bartley, Chapman, Galey, Guichard, Rojanasathira; ABSENT: Betser, Egan).

B. Declaration of Surplus Equipment – Report of July 17, 2018

Commissioner Bartley made a motion to approve the surplus of equipment listed on the declaration report of July 17, 2018. Motion was seconded by Commissioner Guichard.

Said motion carried by a unanimous vote (AYES: Bartley, Chapman, Galey, Guichard, Rojanasathira; ABSENT: Betser, Egan).

C. Bylaws Change Proposal – Review County Counsel’s Revisions

After discussion, it was decided that it would be best to have three (3) At-Large alternates, rather than two (2). Commissioner Guichard made a motion to move forward with seeking Board approval. Motion seconded by Commissioner Chapman. Said motion carried by a unanimous vote (AYES: Bartley, Chapman, Galey, Guichard, Rojanasathira; ABSENT: Betser, Egan).

Secretary Ellingberg will notify the Commissioners when a date has been set for the presentation to the Board. Commissioner Chapman will support Chief Carman in making the presentation. Chief Carman suggested that each Commissioner reach out to their respective Supervisors to discuss the proposal prior to the formal presentation.

D. Fire Safety Inspections – Commercial Property

Chief Carman explained that there are mandated inspections and non-mandated inspections which are only required prior to a facility being able to open for business. Mandated inspections for high rises, schools and other institutions, and multi-family units fell behind due to a lack of inspectors which has been the result of an applicant pool that has not been strong. High rise and school inspections have been completed. By the end of the year, all residential inspections are expected to be completed.

E. Update on The Alliance – Fire District/AMR Relationship

This information is covered in the Fire Chief’s Report.

**FIRE CHIEF’S REPORT**

Reviewed/discussed the August 13, 2018 Fire Chief’s report.

**COMMISSIONERS’ COMMENTS / ITEMS FOR FUTURE AGENDAS**

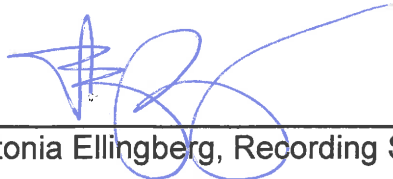
Rojanasathira – Would like an update when the consultant report regarding mutual aid call volume is available.

Chapman – Attended the Firefighter Memorial Service which was very professionally done as it is every year.

Meeting adjourned at 8:40 p.m.

**NEXT MEETING DATE AND TIME**

The next meeting is scheduled for October 8, 2018, 7:00 p.m.



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Latonia Ellingberg, Recording Secretary