

**MINUTES
CITY OF STEVENSON COUNCIL AND SKAMANIA COUNTY FIRE DISTRICT 2 SPECIAL JOINT
MEETING**

October 05, 2023

6:00 PM, City Hall and Remote

1. CALL TO ORDER: Mayor Anderson called the meeting to order at 6pm.

PRESENT

Councilmembers Dave Cox, Kristy McCaskell, Michael D. Johnson, and David Wyatt.
Commissioners Raymond Broughton, Tom Delzio, and Howard Hoy.

City Administrator Leana Kinley, Fire Chief Rob Farris, and Commission Secretary Frances Haller.

ABSENT

Councilmember Paul Hendricks

2. COUNCIL BUSINESS:

a) Update on Safety Corrections for Fire Hall (Task 1A4) - Fire Chief Rob Farris provided an update on what has been completed and what is in progress. The task discussed mitigating immediate safety issues:

- clearing the floor of debris and obstacles which has been completed,
- install vehicle charging cords from the ceiling, which he is working to hire an electrician to complete,
- install Gear Hangar grids, he is getting quotes from contractors and comparing it to off-the shelf items that can be moved to a new fire hall,
- reposition apparatus to ensure safe clearances, which cannot be done,
- purchase passport accountability and name tags consistent across all apparatus and department, which has been completed.,
- inventory and secure safety equipment and supplies, was already in place and the consultants were not aware.

A recent issue arose, the bay doors sprung. Mack Construction fixed it and got them unsprung and recommended replacing the rail system and doors. Chief Farris is waiting on a third quote for a repair/replacement with the highest bid currently at \$39k.

b) Discuss Department Mission, Vision, and Values (Task 4E1) - The Plan suggests formally adopting a Mission, Vision, and set of Organizational Values. This can be done at the department level and the question is whether the District and City want to adopt them as well. A copy of the section from the Plan is attached for further discussion.

The draft from the plan was included and discussion was around whether or not it needs to be formally adopted at the council and commission level. The Department will discuss at their next meeting and once it's agreed to they will let the city know and it will be updated to the website. No formal adoption is necessary.

- c) **Discuss Fire Department Organizational Structure (Task 4B1)** - A staff memo was attached to aid in the discussion regarding the organizational structure of the department. The organizational structure was discussed, and no changes were proposed at this time. Further discussions may take place in the future.
- d) **Discuss Interlocal Agreement Changes (Task 4A2)** - A copy of a staff memo and the current Interlocal Agreement from 1989 was attached for discussion. Changes to the agreement were discussed and a draft will be presented at the next meeting.
- e) **Discuss Fire Chief Approval Ordinance (Task 4A3)** - The Fire Department Strategic Plan suggested to "revise current policy to further engage the City in selecting the City Fire Chief." A copy of the existing ordinance with proposed language changes was attached. Changes to the ordinance were discussed and will be presented at the next joint meeting.
- f) **Set Next Meeting Date**- The date of November 7th at 6pm was set for the next joint meeting.

3. **ADJOURNMENT** - The meeting was adjourned at 7:12pm.



Scott Anderson, Mayor

Dave Cox, Mayor Pro-Tempore

10/19/23

Date