Clark-Cowlitz Fire Rescue
Board of Fire Commissioners Meeting Minutes
911 N 65th Avenue, Ridgefield

August 14, 2025

Present:
Commissioners Stanley Chunn, David Town, Larry Bartel, Jade Bourke, Ken Ayers.
Chief John Nohr, AC Eamonn Ryan, AC Ben Peeler.

Meeting called to order by Commissioner Chunn at 4:02 p.m.

Flag Salute.

CALL FOR LATE AGENDA ADDITIONS
None.

CONSENT AGENDA
Motion by Commissioner Bourke to adopt the consent agenda as presented. Second Commissioner Town. Discussed the St26 bay door replacement project. No further discussion. Motion passed unanimously.

COMMUNICATIONS
Thank you card forwarded from Woodland PD for services provided to a cardiac patient. Thank you card to CARES in thanks for assistance provided in acquiring durable medical equipment. Thank you card from the City of La Center for participation in National Night Out. Letter from Clark County Auditor Kimsey advising all taxing districts on upcoming election cost increases.

COMMUNITY PARTNER REPORT
Ridgefield Council Member Katie Favella advised the traffic plan has been published for the In-N-Out grand opening. There will be security and traffic control to prevent standing traffic on public streets. Replacing several traffic candlesticks in the roundabouts – new ones will be spring operated. No update on Kennedy Well project.

CITIZEN COMMENTS
None.

STANDING COMMITTEES

Clark County Fire Risk Management Group
Discussed CCFR claims. Determined there is only one this year, which will be subrogated.

Fairgrounds Fire Facility Board
No report.

Finance Committee – Town/Bourke
Commissioners Town and Bourke advised the committee met to review the second quarter YTD budget. Staff are starting to work on the 2026 budget and putting together recommendations for a 2025 amended budget.

Local BVFF – Chunn/Ayers
No report.

WFCA Region VIII – Bartel
SW Fire Commissioners will meet on October 6. Commissioner Bartel provided highlights from the July 26 WFCA Board meeting. Insurance premiums will increase 15% for the self-insured plan and 7.5% for Kaiser. There will be no increase to the dental plan premiums. Discussed public records requests. Recommendation from legal counsel to have/develop a policy or adopt a resolution regarding records indexing of all physical and electronic records held by the agency. Second recommendation is to place the stations off limits to the public. Chief Nohr advised staff is compiling information to incorporate into a resolution demonstrating why creation of an index is infeasible.

Cowlitz Indian Tribe – Contract Liaison Bartel/Bourke
Commissioner Bourke advised the committee met with the CIT Chairman on July 31 to discuss contract invoicing strategies as the Tribal lands expand and new structures are built. Chief Nohr is working with Timi Russin to establish future meeting dates. Commissioner Bartel shared the Tribe is moving forward with plans for additional development.

EMS District 2 – Bourke
Commissioner Bourke reported EMSD2 met on August 11 to approve the budget.

Port of Ridgefield
Commissioner Bartel advised the Port cleanup is nearing completion.

Commissioner Updates
Commissioner Bartel asked to be excused for the August 28 meeting.

CHIEF'S REPORT
Chief Nohr advised the contract with PointNorth has been signed. Their kick-off team will attend the August 28 meeting for introductions. Advised negotiations with the Local 3674 BC unit have started. The COLA for 2026 is 2.7% based on the June CPI-U. Meeting with FD6 on August 26 on how we can work together. On August 13, Chief Nohr and AC Peeler visited an RFA up north to gather information on combined efficiencies. Discussed the City of Vancouver's urban growth boundary and its potential impact to the District and the County in general.

Commissioner Bartel asked if there is a new target date for placement of a West Ridgefield fire station. No information as yet. Waiting on CityGate. No update on a timeline for the Strategic Plan development. Chief Nohr advised the community survey from PointNorth will help with the Plan. Commissioner Bartel recommended having outside assistance and we not attempt to do the plan ourselves.

TAX INCREMENT AREAS – UPDATE
Finance Manager Streissguth and Chief Nohr will participate in a virtual meeting on August 18 with DOR and several representatives of agencies impact by TIF for direction on how TIF is to be calculated and allocated.

2025 BUDGET REALLOCATION REQUESTS - CAPITAL

AC Peeler shared a staff report outlining the unbudgeted capital projects that need to be done this year. Planning to use the one-time cash carryover, reallocation of the unused 2025 debt service payment, and savings from budgeted/scheduled project costs being less than anticipated. This plan will complete several deferred maintenance projects and address some capital equipment needs. Recommended projects include replacing the failing bay floor at St22, installing Locution at St21, acquire a new BC rig (scheduled for 2026, but there is one currently available on the State contract), implement a Cowlitz County radio patch, repair a roof leak at St22, replace the flooring, tables, and chairs in the St21 training room, updating aging IT equipment, St23 stormwater mitigation engineering and construction, and replacement of outdated portable radios. Discussion.

Motion by Commissioner Bartel to approve the projects outlined in the Staff Report dated August 14 using uncommitted funds in the 2025 budget. Second by Commissioner Bourke. No discussion. Motion passed unanimously.

LATE EDITIONS TO THE AGENDA

None.

EXECUTIVE SESSION

None.

CITIZEN COMMENTS

Brigid Taylor of Ridgefield expressed her concerns about the lack of an operating fire station in West Ridgefield and its impact on response times and citizen safety in the area. She strongly encouraged the commissioners to rectify the situation as soon as possible.

No further discussion. Meeting adjourned at 4:57 p.m.

Attest, John Nohr
Fire Chief / District Secretary

Clark-Cowlitz
FIRE RESCUE

CLARK-COWLITZ FIRE RESCUE
CONSENT AGENDA
August 14, 2025

1. Minutes
   - Board Meeting – July 24
2. Prepaid Invoices
   - $ 924.29 (CCFR Fund 6228)
     i. Chk Nos. 103219 – 103220 dated July 31
   - $ 6,320.00 (CCFR Fund 6228)
     i. ACH Nos. 2020 – 2021 paid August 1
   - $ 29,858.28 (USBank VISA Statement Ending August 6 paid August 13)
     i. $ 28,823.47 EFT 2222 (CCFR Fund 6228)
     ii. $ 1,034.81 EFT 2223 (FFFB Fund 6254)
3. Current Invoices
   - $ 1,140.00 (Capital Fund 6224)
     i. Chk No. 103221 dated August 14
   - $ 9,136.53 (FFFBFund 6254)
     i. $ 8,947.23 Chk Nos. 103223, 103225 – 103226 dated August 14
     ii. $ 189.30 EFT 2230 to be paid August 15
   - $ 144,484.68 (CCFR Fund 6228)
     i. $ 96,899.80 Chk Nos. 103227 – 103270 dated August 14
     ii. $ 2,463.14 EFT 2278 to be paid August 15
     iii. $ 45,121.74 ACH 2275 – 2277 & 2279 – 2283 to be paid August 15
4. Fund Transfers
   - $ 40,000.00 EMS Levy 6226 to Gen Fund 6228
5. Payroll
   - July 1 – 31 Payroll paid August 8
     i. $ 1,364,230.02 Gross Payroll
     ii. $ 900,818.12 Net Payroll ACH 2071 – 2178
     iii. $ 69.26 Net Payroll Chk No. 22644
     iv. $ 186,637.27 941 Tax Deposit EFT
   - July Payroll Benefits
     i. $ 9,454.69 EFT 2001 paid July 24
     ii. $ 453,242.26 Chk Nos. 22645 – 22652 dated August 7
     iii. $ 98,523.36 EFT 2181 paid August 7
6. July Use Tax paid August 14
   - $ 237.15 CCFR
7. Approved Commissioner Stipends

Month of July paid August 8						
Name	Board Meeting	Committee Meeting	Assn Meeting	Educ	Other	Total Paid
Ayers	2					2
Bartel	1	2				3
Bourke	2	2				4
Chunn	2	1				3
Town	2					2

Clark-Cowlitz
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8. Voided/Destroyed Claims Warrants
    - 104001 – 108000 unused/destroyed
    - 103222 & 103224 printer malfunction

Commissioner Stanley Chunn – Chair

Commissioner David Town – Vice Chair

Commissioner Larry Bartel

Commissioner Ken Ayers

Commissioner Jade Bourke

Clark-Cowlitz
FIRE RESCUE

911 N 65th Avenue
Ridgefield, WA 98642

phone: 360.887.4609 **fax:** 360.887.0862 **web:** www.clarkfr.org

Staff Report to the Board of Fire Commissioners

Date: August 14, 2025

Prepared By: AC Peeler

Subject: Additional Capital and Maintenance Requests for 2025 Budget Amendment

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Purpose

To request approval for items to be included in the 2025 Budget Amendment for $532,500 to fund capital, maintenance, and operational needs identified since the adoption of the original budget. These items are necessary to maintain readiness, address facility deficiencies, and replace aging equipment.

Background and Funding Availability

When the 2025 budget was adopted, certain project cost estimates and funding needs were based on preliminary projections. Since that adoption, several factors have increased available funds, allowing us to address additional priorities:

1. Higher-than-anticipated 2024 carryover funds – End-of-year balances from 2024 exceeded projections, increasing 2025 available cash balances.
2. Bond payment delay – The $1.5 million allocated in 2025 for the first-year bond payment will not be required this year. The bond is now anticipated to be issued no earlier than late 2025, meaning the initial payment will be significantly less than budgeted (and possibly zero in 2025).
3. Project savings – The Station 21 and Station 23 roof replacement project came in $180,000 under budget, creating additional capacity to fund pressing needs.

Combined, these factors provide financial flexibility to address the additional $532,500 in identified needs without reducing service levels or relying on new revenue sources.

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Proposed Budget Amendment – Project List

Item	Amount	Justification
Station 22 Concrete Bay Floor Replacement	$75,000	Original bay floor is failing, with noticeable drop when apparatus enter. No drainage slope; critical to replace for operational and safety reasons.
Station 21 Locution Dispatch/Alert System	$130,000	Improves dispatch alerting at multi-company station; allows selective unit alerts; proven reliability at Station 23. Sole source vendor.
Replacement Battalion Chief Vehicle	$100,000	Replace BC21 vehicle due to mileage; includes vehicle, lighting, canopy/bed slide. Current unit becomes backup. Allows retirement of older pickups. State contract currently has a truck on order that meets the specification.
Cowlitz County Radio Patch	$10,000	Integrates Cowlitz Control 1 with CRESA's 800 MHz system for seamless mutual aid communications.
Station 22 Roof Repair	$12,000	Repair leak at roof intersection; prevents water intrusion during heavy rain.
Station 21 Classroom Upgrades	$35,000	Update tables, IT infrastructure, flooring, paint, and furniture to support meeting space needs.
IT System Updates	$10,000	Update multiple computer workstations and other critical district IT items that are at or near end of life.

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Item	Amount	Justification
Bendix King Portable VHF Radios (7 units)	$10,500	Replace 20-year-old radios for DNR wildland fire operations; compatible with DNR aircraft and mutual aid frequencies.
Station 23 Stormwater System – Placeholder	$150,000	Address parking lot subsidence caused by bioswale inlet design. Engineering & construction to be determined.

Total Budget Amendment Request: $532,500

Fiscal Impact

The proposed expenditures will be funded from funds within the existing 2025 budget.

These amendment items will not require any increase to 2025 tax revenues or adjustments to ongoing operational funding.

Recommendation

Staff recommend that the Board of Fire Commissioners approve the projects listed above to be included in the 2025 Budget Amendment appropriating $532,500.