



TOWN OF LA CONNER

MAYOR
RAMON HAYES

COUNCIL
JOHN LEAVER
BILL STOKES
MARYLEE CHAMBERLAIN
MARY WOHLER

ADMINISTRATOR
SCOTT THOMAS

FINANCE DIRECTOR
MARIA DEGOEDE

PLANNING DIRECTOR
MICHAEL DAVOLIO

OFFICE ASSISTANT
DANIELLE FREIBURGER

PUBLIC WORKS DIRECTOR
BRIAN LEASE

DEPUTY CLERK
ANDREA MOORE

ATTORNEY
SCOTT THOMAS

SEWER TREATMENT PLANT
KELLY WYNN

LAW ENFORCEMENT
SGT. JEFF WILLARD

FIRE CHIEF
AARON REINSTR

NOTICE OF AND CALL FOR A SPECIAL MEETING OF THE LA CONNER TOWN COUNCIL

DATE: Tuesday, October 12, 2021
TIME: 5:30 – 6:00 p.m.
PLACE: Lower Maple Center (104 Commercial) & Zoom Meeting

The undersigned Mayor of the Town of La Conner is hereby calling for and providing notice of a special meeting in accordance with RCW 42.30.080.

AGENDA

1. 2022 Budget Discussions:
1) Fire Department



Ramon Hayes, Mayor

This notice will be posted at Town Hall on October 7, 2021

Distribution:
Councilmembers

John Leaver
Bill Stokes
Marylee Chamberlain
Mary Wohleb

LC Weekly News E-mail
Town Website

**Topic: Town Council Special Meeting
Join Zoom Meeting**

<https://us02web.zoom.us/j/85187943315?pwd=N0IGUG9HUS8wd256dUdDdU9zOGFtUT09>

Meeting ID: 851 8794 3315

Passcode: x6M2eB

One tap mobile
Meeting ID: 851 8794 3315
Passcode: 778019

Find your local number: <https://us02web.zoom.us/u/kMinWxS8k>

This meeting will be recorded.

204 DOUGLAS STREET
PO Box 400
LA CONNER, WA 98257
PHONE: (360) 466-3125
FAX: (360) 466-3901
TTY: 1-800-833-6388
WWW.TOWNOFLACONNER.ORG

* If you can't hear Zoom - 1-206-451-6102 then 1-605-313-4100
Access Code, 791104 and PIN 9546

2022 Estimated Expenditure FIRE DEPARTMENT

Account Number	Description	Budget 2020	Actual 2020	Budget 2021	Actual 2021	Budget 2022
001-522-10-10-00	Fire Dept Salaries	\$52,000.00	\$36,541.40	\$53,000.00	\$24,155.00	\$53,000.00
001-522-10-21-00	Fire Dept. Benefits	\$4,000.00	\$3,077.76	\$4,500.00	\$1,847.94	\$4,500.00
001-522-20-28-00	Firemen Retirement	\$3,300.00	\$1,680.00	\$3,300.00	\$1,560.00	\$3,300.00
001-522-20-31-00	Office & Operating Supplies	\$4,000.00	\$540.31	\$4,000.00	\$1,359.85	\$4,000.00
001-522-20-31-02	Medical Supplies	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00
001-522-20-32-00	Fuel	\$2,000.00	\$694.39	\$2,000.00	\$396.46	\$2,000.00
001-522-20-35-00	Small Tools & Equipment	\$8,000.00	\$6,904.03	\$8,000.00	\$2,885.40	\$8,000.00
001-522-20-35-01	Equipment - Trauma Grant	\$1,150.00	\$0.00	\$0.00	\$0.00	\$0.00
001-522-20-37-00	VFF Gear Allowance	\$15,500.00	\$3,212.27	\$12,000.00	\$12,903.49	\$12,000.00
001-522-20-41-00	Professional Services	\$1,000.00	\$843.00	\$500.00	\$991.15	\$2,000.00
001-522-20-41-01	Prof. Svc-Uniform Maint.	\$1,000.00	\$639.39	\$0.00	\$0.00	\$0.00
001-522-20-42-00	Communications	\$5,300.00	\$3,782.70	\$4,500.00	\$3,938.66	\$6,495.00
001-522-20-43-00	Fire Travel	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00
001-522-20-46-00	Insurance	\$5,141.00	\$4,850.00	\$5,335.00	\$5,298.00	\$5,340.00
001-522-20-47-00	Public Utility Services	\$10,246.00	\$6,887.40	\$8,500.00	\$3,375.97	\$8,500.00
001-522-20-48-01	Building Repair & Maint.	\$7,000.00	\$5,192.52	\$7,000.00	\$2,094.13	\$7,000.00
001-522-20-48-02	Vehicle Repair & Maint.	\$7,000.00	\$13,046.50	\$13,500.00	\$5,067.59	\$13,500.00
001-522-20-48-03	Equip. Repair & Maint.	\$7,500.00	\$5,920.00	\$0.00	\$0.00	\$0.00
001-522-20-48-04	Air Station Maint/Dist.2	\$560.00	\$569.63	\$600.00	\$569.63	\$600.00
001-522-20-49-00	Dues & Subscriptions	\$2,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
001-522-20-49-02	Training & Meetings	\$10,000.00	\$5,109.23	\$8,000.00	\$1,079.58	\$8,000.00
001-522-20-49-03	Rentals/Leases	\$500.00	\$0.00	\$250.00	\$0.00	\$500.00
001-522-20-49-04	Skagit 911-Fire dispatch	\$1,669.00	\$1,668.00	\$1,800.00	\$1,254.00	\$1,800.00
Total Fire Department		\$152,866.00	\$101,158.53	\$140,785.00	\$68,776.85	\$144,535.00

Emergency Services

001-525-10-30-00	CERT-Emerggnecy Response	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00
001-525-10-41-00	Prof Services -EMS	\$2,750.00	\$2,013.12	\$3,200.00	\$1,342.08	\$2,800.00
Total Emergency		\$6,750.00	\$2,013.12	\$3,200.00	\$1,342.08	\$2,800.00

Capital Projects

TOTAL FIRD DEPT.	\$159,616.00	\$103,171.65	\$143,985.00	\$70,118.93	\$147,335.00
Bonds-Fire Hall/Truck					\$79,412.00

Total All Fire Expense

\$226,747.00

Fire Department Needs

	Priority	Cost
1000' of new 5" 9000\$ supply line to replace old hose	3	\$10,000
New 35' ladder for 27-11 3500\$ Fire Rating audit next year	3	\$3,500
10 sets of Fire Figther Bunker Gear 3500\$ per NFPA - Essential to being a fire fighter	1	\$35,000
Purchase 3 new radios for 27-12 3x2000\$ - Essential Communication tool for fire fighters	1	\$6,000
Purchase a new Generator for Fire Hall and have it installed - Federal Funding?	2	\$20,000
Replace 27-11 CAFS Air Compressor(Helps Fire Insurance rating)	1	\$15,000
27-17 Fire Boat Repairs/Maintenance/Winterization/New GPS/Radar	3	\$5,000
Fire Academy/EMT class and Wildland fire training	2	\$2,000
Town of La Conner Fire Code Inspection Program (Town or County) - not a Fire Dept. budget item, more of Town awareness	1	\$35,000
Fire Boat Purchase 20,000 down payment/Used or new - Possible Port Funding	3	\$20,000
Need to finish 5 extra rooms for Resident program or sleeper program	1	\$20,000

To the Town of La Conner Council members and citizens of La Conner:

Town of La Conner Fire Department

Town of La Conner Fire Department Budgetary needs from 2020 to 5-years, 10-years and 15-years:

The La Conner Fire Department is very grateful for the purchase of 27-11(New Fire Engine) in 2015, Scott SCBA's and Bottles in 2016(Grant with Anacortes FD) and the fire hall in 2018. Planning for the future should always be a concern for fire departments and public safety. Maintaining equipment and purchasing equipment when equipment reaches end of service life can be very expensive. Lifesaving equipment is critical to maintaining EMS and Fire services to the citizens of the Town of La Conner. There are many NFPA standards and best practices that need to be followed. Many pieces of equipment will be at their NFPA end of their service life requiring a purchase of new or used equipment, preferred new so that the town will get the full use of the equipment.

In the next 5 years the town could have to purchase a new vehicle due to break downs and end NFPA life service. 27-12 our second out fire engine is approximately 25 years old and had \$5500 worth of maintenance done to it in 2020, 27-19 the towns BLS ambulance is also approximately 25 years old, this ambulance was purchased by the Volunteer Fire Fighters Association for \$1000. 27-17 the fire boat is approximately 20 years old, 27-17 has had more break downs in the last couple of years then can be counted. All of these rigs are at the end of service life this does not mean that they cannot be used as a second or third out response vehicles. Boats are notorious for breaking down however if a new boat was purchased, ease of service should be incorporated with the design so that Fire Personnel can change oil, spark plugs and winterize.

At the 10-year mark 2030 all of the SCBA bottles (30 bottles in total) will be at the end of service life and 27-11 will reach the 15-year mark 5 years from NFPA of service life.

At the 15-year mark 27-11 and all of the Current Scott SCBA's packs will be at end of life. The SCBA packs will have to be replaced to maintain life safety response for the Town of La Conner citizens and Fire Department personnel.

Here are a couple of ways the Town of La Conner can start to save or budget for these expenses: a reserve fund for the Fire department capital invested into EMS/Fire response vehicles could be started with money left over from the previous year budget.

1. The Town of La Conner can start a reserve fund by budgeting \$20,000 a year so that in 5 years there would be enough money to put a down payment on a new Ladder Truck, Ambulance or Fire Boat.
2. Another way for the Town of La Conner to start budgeting for the future replacement of the EMS/Fire response equipment is to take all of our leftover budget and placing into a capital investment fund so if a large purchase needs to be made it will not be such a sticker shock.
3. A grant writer or grant writing could also be another avenue to receive funds for said equipment mentioned in the above statement. FEMA grants are available along with many private non-profit public safety grants are available to apply for. Many grants will require financial records

and information from the Town of La Conner. The Port of Skagit County may put in a portion of the money to purchase a fire boat.

4. La Conner Fire department budget should not be under the general fund and have its own taxes assessed from the citizens of La Conner.

La Conner Fire Department future purchases.

All numbers are ball park not actual cost

Planned Purchases:

Vehicle purchases

1-5 years a 50' Ladder Truck/Engine should be purchased to serve the Town of La Conner taller buildings downtown and newer buildings. ~\$400,000-\$1,000,000.00

5-10 years a new ambulance will need to be purchased ~\$75,000-\$150,000

1 years a new Fire boat should be purchased. ~\$80,000-\$180,000. The Town of La Conner may want to start discussing this with The Port of Skagit County to see if they would help with the purchase so they can continue to have Fire service for the marinas.

Equipment purchases:

10 years 28 new SCBA bottles will need to be purchased (carbon fiber bottles only las 15 years)

15 years 18 SCBA packs and masks will be need to be purchased. ~\$170,000 -\$250,000

SCBA's were purchased with a grant that was put in with Anacortes Fire, Guemes Island Fire and Mount Erie Fire

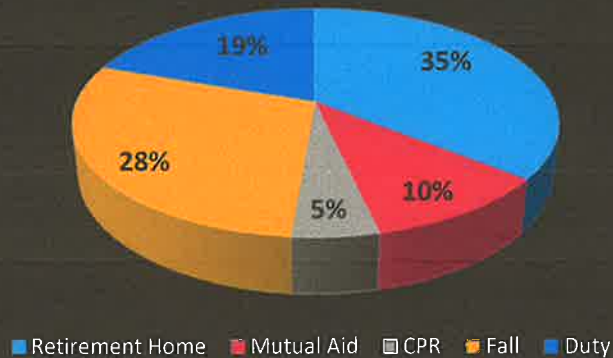
Town of La Conner Hook and Ladder

Month	20-Dec	Jan	Feb	March	April	May	June	July	August	September
Medical/Aid/CPR	14	13	14	13	17	16	15	11	13	22
Motor Vehicle Accident	2					1		1	1	2
Brush Fire								3	3	
Structure Fire	3	3		1	2	1		1	1	2
Boat Fire				1	1					
Auto Fire Alarm	1	2					1	1	1	1
Investigation						1	1	1	1	1
Hazmat							1			
Public Asisst		2	1			5	2	3		
Utility Problem		2					2			

La Conner Hook and Ladder 2021 Calls Total 230 YTD



La Conner Hook and Ladder Calls by percentage Total Calls YTD is 230



Town Of La Conner Hook and Ladder Training Hours

Person	Scheduled Hours	Actual Hours	Count
Avery, Adam	89.50	87.00	47
Avery, Annie	75.50	75.50	39
Baker, Natalie	58.50	58.50	28
Banaszak, Sam	91.50	91.50	48
Carlson, Ivan	40.50	40.50	18
Finley, Spencer	63.50	63.50	31
Guy, Turner	26.50	26.50	11
Harper, Matt	42.00	42.00	21
Heartbroker, Ian	58.00	58.00	29
James, Will	82.50	82.50	41
Jungquist, Ken	26.50	26.50	12
McKnight, Chris	55.50	55.50	27
Mesman, Ben	71.50	71.50	36
Mitchell, Tony	34.00	34.00	17
Novak, Spencer	53.00	53.00	29
Reinstra, Aaron	78.50	77.50	39
Reinstra, Erick	73.50	73.50	36
Schinman, Karl	2.00	2.00	1
Schmidt, Hayden	51.00	51.00	26
Silva, Jake	34.00	34.00	17
Thulen, Wylie	36.00	36.00	18
Watkins, Dylan	23.00	23.00	12
Hours	1166.5	1163	583
Hours	1166.5	1163	583

La Conner Volunteer Fire Department in House Fire Academy 2020

1.	<p>Safety, Pride, Integrity, Courage and Honesty (La Conner Volunteer Fire fighter)</p> <ul style="list-style-type: none"> • Each Training will begin with 10-20 minutes of physical activity • Don and Doff Bunker Gear and SCBA • Goals and expectations of Trainees
2.	<p>Don and Doff Bunker Gear (under 1 minute)</p> <ul style="list-style-type: none"> • Bunker gear overview • Safety, over heating • Learn how to don and doff bunker gear • Demonstrate donning and Doffing Bunker Gear • Learn how to clean and care for bunker gear • Demonstrate how to clean and care for bunker gear
3.	<p>Don and Doff SCBA (reasonable Time 1 – 1:30 minutes) Fit Test SCBA Mask</p> <ul style="list-style-type: none"> • SCBA overview, PASS device alarms • Safety, Air Pressure indicators • Learn how to don and doff SCBA • Demonstrate donning and Doffing SCBA • Learn how to clean and care for SCBA (Mask, pack, bottles) • Demonstrate how to clean and care for SCBA (Mask, pack bottles)
4.	<p>Rope and Knots (Tie Bowline, Square, Safety, Figure Eight, Clove hitch, half hitch)</p> <ul style="list-style-type: none"> • Learn 5 knots • Learn how to hoist tools with appropriate knots • Demonstrate how to tie knots and hoist tools • Learn how to inspect rope • Demonstrate how to inspect rope
5.	<p>Radio Communication (Cascade, Unit to Unit)</p> <ul style="list-style-type: none"> • Learn how to use radios (TAC channels, common language between Dispatch) • Demonstrate how to use radios (TAC channels, common language between Dispatch)
6.	<p>Hoses (How to take a hydrant, pull and attach, clean, roll, load, drier hose, hotel packs)</p> <ul style="list-style-type: none"> • Review safety of a Fire Hydrant • Different types of fire hydrants • Learn how to take a Fire hydrant and hook up to a fire engine • Demonstrate taking a fire hydrant and hook up to a fire engine • Learn how to un roll hose and re roll hose • Demonstrate how to un roll hose and re roll hose • Learn how to load cross lays (minute man load), hose bed (5" flat load, 2 ½' accordion, hotel pack) • Demonstrate how to load cross lays (minute man load), hose bed (5" flat load, 2 ½' accordion, hotel pack) • Learn how to advance a 1 ¾" and 2 ½" hose as a team, how to use hose straps, discharge pressure and check nozzle patterns • Demonstrate how to advance a 1 ¾" and 2 ½" hose as a team, how to use hose straps, discharge pressure and check nozzle patterns • Learn how to clean hose and how to drier hose. • Demonstrate how to clean hose and how to drier hose

La Conner Volunteer Fire Department in House Fire Academy 2020

7.	<p>Nozzles ($\frac{3}{4}$" , blitz nozzles, 2 $\frac{1}{2}$" nozzles, adaptors)</p> <ul style="list-style-type: none"> • Learn Nozzle Types at La Conner Fire department • Demonstrate adjusting nozzle patterns with water
8.	<p>Hand Tools (axe, halogen, pipe poles, trash hooks, shovels, brooms, water shutoff)</p> <ul style="list-style-type: none"> • Hand Tool Safety • Learn tool uses and location on rigs • Demonstrate how to use tools and locations on rigs • Learn how to clean and care for hand tools • Demonstrate how to clean and care for hand tools
9.	<p>Ladders (24', 35', roof, and attic, advancing a hose up a ladder for fire extinguishment)</p> <ul style="list-style-type: none"> • Ladder safety, • Learn parts of a Ladder • Learn how to clean and care for a ladder • Demonstrate how to clean and care for a ladder • Learn how to throw 24', 35', place a roof ladder on a roof and how to use and attic ladder • Demonstrate how to throw 24', 35', place a roof ladder on a roof and how to use and attic ladder •
10.	<p>Power tools (Chain saw, K12, PP fans, Generators, small battery-operated tools)</p> <ul style="list-style-type: none"> • Power Tool safety • Learn how to check and maintain tools • Demonstrate how to check and maintain tools • Learn location of all power tools and how to start tools • Demonstrate where tools are located and how to start
11.	<p>Search and Rescue (right hand and left hand, Ladder placement for window rescue)</p> <ul style="list-style-type: none"> •
12.	Ventilation Techniques (Vertical, Horizontal, Hydraulic, PPF, Natural)
13.	Rehab (purpose, how to setup during an incident)
14.	Overhaul (Property protection, PPE, use of tools)
15.	Vehicle Extraction Tools
16.	Tarps (overhaul property protection)
17.	Hazmat (ERG, oil spill response, 4 gas monitor usage, DEM, Ecology) Adam
18.	Fire investigation overview (Scene preservation) (Annie)
19.	Sprinklers and Fire Alarm training (Annie)
20.	Basic First Aid (Health Hazards of Fire, smoke, Bunker Gear Location of equipment on 27-19, 27-11)
21.	Boater Safety training (Washington State Boater safety test, fire boat overview)
22.	ICS (100, 200, 700, 800, Chain of Command) print certificates to be placed in Employee File.
23.	Fire Behavior (smoke showing, incident description, scene size up, Thermal image camera, back draft, flashover)
24.	Fire Apparatus Driving (Written EVIP course, rodeo, road drive test)

La Conner Volunteer Fire Department in House Academy.

Draft sequence