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## FIRE DEPARTMENT CITY ADMINISTRATOR REPORT

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DATE: April 30, 2020  
TO: MARIA PENA, CITY ADMINISTRATOR  
FROM: KEN WOFFENDEN, FIRE CHIEF  
RE: Monthly Staff Report Fire Department activities.

**REPORTING PERIOD:** This report covers activities that have occurred or are in progress for the month of April 2020.

- Maintaining Social distancing as a top priority to sustain a healthy crew.
- Fire training's have been postponed since March 11 till????
- As a Mutual Aid partner with Franklin County Fire Dist. 2, Connell Fire Dept. assisted with the Inspection and implementation of the new fire alarm system at the school in Kahlotus.
- Perform minor maintenance on fire engines
- Welcome Levi Baird to the Department
- Clean and inspect tools and equipment on engines
- Scheduled to begin fire inspection at CRCC
- Paid Fire Dept. bills.
- Respond to several incidents

/s/ Ken Woffenden  
Fire Chief/City of Connell