

Chapter 31  
**FIRE DEPARTMENT**

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Section 5.31.010                      Fire Department; Fire Chief.

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There may be a fire department, the head of which shall be the fire chief appointed by the City Council. The number of firemen shall be determined by, and fireman appointed by, the City Council unless delegated to the fire chief.

- A. The City of Cold Bay shall have a Letter of Agreement (LOA) with the State of Alaska to provide at least one volunteer to be trained in Airport Rescue Fire Fighting (ARFF) and to provide assistance to the State of Alaska ARFF employees in case of an emergency.

Section 5.31.020                      Powers and Duties of the Fire Department.

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Duties of the fire department shall be, among others, to extinguish fires; to rescue persons endangered by fire; to resuscitate and to administer first aid to persons injured in or about burning structures; promote fire prevention; and less otherwise provided, to enforce all ordinances relating to fires, fire prevention, and safety of persons from fire in businesses and other public buildings.

Section 5.31.030                      Fire Chief.

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The Fire Chief is the commanding officer of the fire department and volunteer firemen. The fire chief shall perform the following duties:

- A. Determine the organization of the fire department and provide for its staffing;
- B. Establish and enforce rules and regulations for the conduct of members of the department;
- C. Train and drill the members of the department, including periodic fire drills as deemed necessary;

- D. Maintain possession and custody of all fire equipment, buildings, and all other property of the department;
- E. Prepare and maintain records of all fires, inspections, fire-fighting equipment, personnel, and other information about the work and status of the department and make periodic written report to the Council;
- F. Provide suitable arrangements and equipment for supporting fires or other emergencies and for notifying all members of the department to assure prompt response for such incidents;
- G. Assign equipment or manpower in response to calls for outside aid where mutual aid agreements are in force and other cases only when the absence of such equipment will not jeopardize protection in the City;
- H. Supervise fire prevention;
- I. Recommend to the Mayor and Council needed fire-fighting equipment;
- J. Prepare and submit, upon request, a tentative budget for the department to the Mayor or Council;
- K. Assist the proper authorities in suppressing the crime of arson by investigating or causing to be investigated the cause, origin and circumstances of all fires; and
- L. Perform such other duties as may be required by the Mayor and the Council.

Section 5.31.040                      Volunteer Fire Department.

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- A. Volunteer firemen shall be appointed by the fire chief and confirmed by the city council. Volunteer firemen shall be organized and disciplined as a fire department by the fire chief. Members of the volunteer fire department may organize into a voluntary association with the election of their own officers and by-laws.
- B. The voluntary association shall in no manner limit the power of the fire chief. All property used by the fire department is and remains the property of the City and all expenses of the fire department upon proper voucher shall be paid by check by the regular municipal authorities.
- C. From time to time, in such amounts as the Council deems advisable, payments may be made to the volunteer department for the purpose of giving that association funds to reimburse members for clothing damaged while attending fires and for such other purposes that are in keeping with its functions.

Section 5.31.050                      Rules and Regulations.

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The fire chief shall maintain and enforce up-to-date comprehensive sets of rules and regulations governing the discipline, training and operation of the fire department. Such rules, regulations and any deletions, changes or additions shall be effective when approved by the Council. The fire chief shall have the authority to carry out the

enforcement of these rules and regulations and is authorized to suspend or remove from service any officer or fire fighter as provided in the rules and regulations.

Section 5.31.060 Training and Records.

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- A. Training – the fire chief or his representative who has completed fire training at a state fire training center shall provide, at least four times per year, instruction in such subjects as first aid, water supplies, and other subjects related to fire prevention. Personnel chosen for Airport Rescue Fire Fighting Training shall undergo yearly ARFF Training. ARFF personnel will also attend monthly training with the State of Alaska ARFF employees.
- B. Records – The fire chief shall see that complete records are kept of all apparatus, equipment, personnel, training, inspections, fires and other department activities.
- C. Reports – Current records and comparative data for previous years and recommendations for improving the effectiveness of the department shall be included in an annual report to the Council. Such reports as may be required concerning the department in general, giving suggestions and recommendations for major improvements, and listing other data so as to maintain a complete record of the activities of the department shall also be prepared and submitted by the fire chief.

Section 5.31.070 Conduct of Members.

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It shall be the duty of every member of the fire department to conduct himself or herself in a professional manner and to refrain from conduct which brings discredit to any member or to the department.

Section 5.31.080 Equipment.

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- A. The fire chief shall be responsible to the Council for recommending such apparatus or other firefighting equipment as may be required to maintain fire department efficiency, and for providing suitable arrangements and equipment for reporting fires or emergencies, and for notifying all members of the department to assure prompt response to such incidences.
- B. No unauthorized person shall use any fire apparatus or equipment for any purpose, nor shall any person willfully and without proper authority take away or conceal any article used in any way by the department.
- C. No person shall enter any place where fire apparatus is housed or handle apparatus or equipment belonging to the department unless accompanied by, or having special permission of, an officer or authorized member of the department.

Section 5.31.090 Definitions.

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For purposes of this Code “employees” do not include members of the volunteer fire department, unless otherwise noted. Members of the volunteer fire department are not subject to the rules and regulations of any personnel system which is adopted by the Council, unless the personnel rules and regulations affirmatively provide that the members of the volunteer fire department are included.