



**MINUTES**  
**Chelan Fire and Rescue**  
**Wednesday, December 13, 2023, at 3:00 P.M.**  
**232 East Wapato, Chelan, WA**



*The CFR Board of Commissioners will conduct the meeting in person at the fire station; you are welcome to join via Zoom. The public is welcome to join by following this link: <https://us02web.zoom.us/j/87284665516> Meeting ID: 872 8466 5516 or dial +1 253 215 8782*

*Proposed Chelan Fire and Rescue agenda pending Board approval.*

**Flag Salute**

**Roll Call:** Chairman Phil Moller, Commissioner Karyl Oules, Commissioner Russ Jones, Fire Chief Brandon Asher, Assistant Fire Chief Shawn Sherman, District Secretary Carol Kibler and Admin Assistant Karla Mendoza.

**Regular Meeting Call to Order:** Chairman Moller called the meeting to order at 3:00 p.m.

**Approve Agenda:** MOTION was made to APPROVE the agenda as submitted the MOTION CARRIED.

**Public Comment:** None

**Consent Agenda:** MOTION was made to APPROVE the Consent Agenda as submitted the MOTION CARRIED.

- Revenue and Expenditure Report: October and November 2023
- Payroll: October 25, 2023, to November 27, 2023 / Paid 12-05-2023; Benefits \$75,066.68, Wages \$78,093.57 for a total of \$153,160.25.
- General Account Vouchers: 11-03-2023 Transactions #1323-1331 for \$9,127.26; 11-22-2023 Transactions #1332-1355 for \$13,791.86.
- Capital Account Vouchers: 11-24-2023 Transactions #1356-1357 for \$20,560.98.
- Minutes: November 15, 2023

**Fire Chief Report: (Chief Asher)**

**2023 Budget & Financials:**

- October and November financials are well within the budget's bottom line. Categorically, where we've gone over is the fleet and facilities line items. Mainly due to the two mechanics' position on the payroll at the same time. We also purchased items needed to ensure Jason started out with an organized shop and had the proper tools needed. Uniform costs (T-shirts) were up. We had a couple of batches where the screen printing came off. This was due to a new chemical the shirt manufacturer put in. We're also upgrading our control measures for uniforms.

**Emergency Response Reports:**

- The November Incident Response Report shows 92 calls for emergency service, with our 10-year average call volume for November at 65 calls. 2<sup>nd</sup> busiest November.
- Rescue/EMS responses accounted for 77% of total calls for service, with 30% of that non-transport (includes patients who died at the scene) or patient-transported POV, which is a bit higher than normal.
- Major incidents for November: See PPT
- November turnout and response times (primary apparatus at Station 71) are within established service delivery goals as set out in SOG 010.
- Effective Work Force: Effective workforce was acceptable for call types.
- Total fire loss for November is \$1,500 no tax loss since not taxable property.



**MINUTES**  
**Chelan Fire and Rescue**  
**Wednesday, December 13, 2023, at 3:00 P.M.**  
**232 East Wapato, Chelan, WA**



**Administration:**

- ESO migration is ongoing. We're waiting for Rivercom to get the CAD integration complete so we can train on how we enter the incidents.
- TIF—Karla Mendoza, Commissioner Jones, and I attended a county TIF workshop. It wasn't as definitive once again as hoped. Erin Fonville and Deanna Walters are both a bit uncertain about the new construction portion. They are going to upload assessments into the new computer program that will calculate TIF to see how it sorts it.
- We are having a financial statement audit for the year 2022. Estimated cost is \$8,100.
- The big news is Carol has announced her retirement end date of May 31, 2024. Karla will be moving into her position. We are beginning to discuss the hiring process to fill Karla's position.

**Operations:**

- Shift bids have been completed. Karla is working on the 2024 shift calendar.
- Tyler Rice completed his Fire Academy. I attended the graduation on the 8<sup>th</sup>.

**Community Risk Reduction/Events:**

- Crews went and had Thanksgiving Lunch at Moe Elementary.
- Santas Stars is this Thursday at Walmart in Chelan.

**Apparatus Status:**

- Fire capabilities of the boat is still a work in progress.
- Mechanic Miller has been working on T71 brakes.
- Type 3 brush truck pump came last Thursday. I'm flying down on December 20<sup>th</sup> for the final. The photos look great! I believe we'll be very happy with this truck and a much better truck for what we need than the Dodge we sold. It will ship on December 27<sup>th</sup>.
- Spartan engines are moving along. We're still hoping to do the final in mid-January.

**Stations:**

- Station 71 generator update. We're waiting to hear back from an Orondo electrician.
- The Station 71 construction project "soft cost" application is near completion. We will be asking for approximately \$3 million in soft costs for 2024 and approximately \$20,000,000 in hard costs for 2025. The application process is going through WA State Representative Mike Steele.
- Station 74: we have one estimate for apron paving. A second looked at it yesterday and a 3<sup>rd</sup> is looking at it tomorrow.
- Station 71 has had 2 more AC units replaced for the duty crew living area. We still have one left to fix for training room 2 that we're putting off until next year.
- Station 71 dryer had to be replaced last week. It gave us 8 years of daily use.
- Station 75 perc test is not necessary if the well is shared. We need to submit the application to the County for approval to subdivide.

**Long Range Discussion:**

- Any long-range topics that have been brought to anyone's attention? Chief Asher would like to recommend an invitation, preferably from the Commissioners to Manson Fire Commissioners, to





**MINUTES**  
**Chelan Fire and Rescue**  
**Wednesday, December 13, 2023, at 3:00 P.M.**  
**232 East Wapato, Chelan, WA**



have a meeting sometime during the first quarter of 2024. We both have new Commissioners, and it may be a good opportunity to talk long-range.

**Assistant Fire Chief Report (Asst. Chief Sherman)**

- Volunteer Recruitment / Training

The fire academy will start in February. We currently have 2 people interested and a good amount of people will be in attendance from Manson, Entiat, and Wenatchee.

Stipend shifts interested from Manson and possible for a seasonal position.

**Firefighters Association Report (Ron Simmons):** The association met last week. The association agreed to make a few changes. They suspended the bylaws. And have 5 people interested in helping make the changes.

**Unfinished Business:** None

**New Business:** None

**Special Events:**

- KOZI – Community Connection Thursday, December 21, 2023, @ 8:10 a.m. – Assistant Chief Sherman and Commissioner Oules.

**Board for Volunteer Firefighters:** None

**Public Comment:**

Mark Donnell – Thanked the three commissioners for doing the job. And recognize Commissioner Phil Moller for his six years of service. Thank you!

Chief Asher said we appreciate the work Commissioner Moller did through the years.

Phil Moller thanked Mark Donnell and said thanks for stepping up to the commissioner seat.

**Commissioner Comments:** None

**Executive Session:** None

**Adjournment:** The meeting adjourned at 3:37 p.m.

**Chelan County Fire Protection District 7**

**Board of Commissioners:**

\_\_\_\_\_  
 Chairman, Phil Moller

\_\_\_\_\_  
 Commissioner Russ Jones

\_\_\_\_\_  
 Commissioner Karyl Oules

\_\_\_\_\_  
 Attest: Carol Kibler, District Secretary