



**MINUTES**  
**Chelan Fire and Rescue**  
**Wednesday, July 16, 2025, at 3:00 P.M.**  
**232 East Wapato, Chelan, WA 98816**



*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**

**Hillary Franz and District 5 will be attending at 4 P.M.**

**Roll Call:**

Chairman Mark Donnell, Commissioner Russ Jones, Commissioner Ron Simmons, Fire Chief Brandon Asher, Assistant Fire Chief Shawn Sherman, District Secretary Misty Fifield, and Administrative Assistant Karla Mendoza.

**Regular Meeting Call to Order:** Chairman Donnell called the meeting to order at 3:00 PM

Chief Asher requested a moment of silence for our volunteer Barry Leahy, and the two fallen firefighters, Coeur d'Alene Fire Department Battalion Chief John Morrison and Battalion Chief Frank Hartwood of Kootenai County Fire and Rescue.

**Approve Agenda: Commissioner Simmons MOTIONED to APPROVE the Agenda as submitted, the MOTION CARRIED**

**Public Comment:** None

**Consent Agenda: Commissioner Jones MOTIONED TO APPROVE the Consent Agenda as submitted, the MOTION CARRIED.**

- Revenue and Expenditure Report: June 2025
- Payroll: 05-23-2025 to 06-23-2025 Paid 07-03-2024 Benefits: \$130,372.97, Salaries/Wages (Net) \$140,853.30 Total \$271,037.22.
- General Account Vouchers: 06-06-2025 Transaction #718- #727 for \$2,489.07; 06-13-2025 Transaction #731-#751 for \$28,887.00; 06-21-2025 Transaction #771- #785 for \$6,625.07; 06-27-2024 Transaction #802-#810 for \$11,876.88.
- Capital Purchase: 06-07-2025 Transaction # 728-729 for \$6,564.13, 06-28-2025 Transaction # 811-812 For \$10,889.49
- Minutes: Regular Meeting from June 11, 2025, Correction to the minutes – the word FLIR

**Commissioner's Report:**

- Commissioner Jones and Chief Asher had a meeting with the TIFF committee before this commissioner meeting- nobody seemed to understand it.
- Chairman Donnell asked if any other districts were implementing this currently- Jones said Clark County had a Costco built in a TIF area, and they did not get any TIF tax from that. There is currently no clarity on this.
- Chairman Donnell asked where we get clarification, possibly from the Department of Revenue
- Commissioner Simmons asked who would come up with the final answer?
- Chief Asher is hoping the Department of Revenue will step up
- Chairman Donnell suggests we take it up with the current legislation
- Commissioner Simmons MOTIONED to APPROVE the May minutes as amended, the MOTION CARRIED
- Chairman Jones reported that BT72 has been on a couple of fires
- Chief Asher shared some photos with everyone and explained how beneficial BT72 has been with its large open space
- Chairman Donnell has been working with the 2025 Wildfire Mitigation & Resiliency Group that is developing recommendations, as outlined under SHB 1539, that will be presented to the Legislature by December. The Insurance Institute for Business & Home Safety (IBHS) is a nonprofit research organization that uses science to reduce the impact of severe weather. Supported by insurers, it develops real-world



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solutions to strengthen buildings, inform the insurance industry, and promote resilient communities. Chairman Donnell is impressed with the presentation of this group. Insurers do not use the State hazard risk map.

**2024 Budget & Financials:**

- We don't have financials for the month of June due to an error at the county. They will not be able to correct these errors until July 28, 2025

**Fire Chief Report:**

- 2025 Budget & Financial Report – June 2025
- June– Emergency Response Report / Community Risk Reduction / Station & Apparatus Update

**Emergency Response Reports:**

- June Incident Response Report shows 84 calls for emergency services. Our 10-year average call volume for June is 97 calls. 2<sup>nd</sup> slowest June in 10 years.
- Rescue/EMS responses accounted for 63% of total calls for service.
- Major incidents for June:
- May turnout and response times for the primary apparatus at Station 71 will be updated once First Due is properly receiving the timing data
- Effective Work Force: Effective workforce was very good for large wildland responses and covering stations.
- NO fire loss for June in the district.
- T74 is conducting a second round on the Pomas Fire. BT72 remained active throughout the Apple Acres incident, while BT71 remained available to the district, exactly as administration had envisioned when BT72 was added. BT72 is now assigned to the Pomas Fire
- Served as STL on the State Mobilization to the Hope Fire and responded to an Immediate Need Mobilization for the Green Acres Fire

**Administration:**

- Couldn't be happier with all of the efforts from all of our staff this last month. There have been a lot of moving pieces, and everyone is stepping up and doing their part to help on fires and backfill.
- No update on our region's CWDG grant proposal. Hopefully, by the end of July, we will hear something.
- Rivercom is still working on the Slide Ridge upgrade.
- Josh from Rivercom said the Green Knob repeater license expired 3 days ago. I'm confirming the new Slide Ridge will fix the problem, which will allow Green Knob to disappear.
- DCP backpay calculations have been submitted to staff for review before final payment. Final payment is expected this month. Right now, the total cost is \$62,812.00 for the current staff
- Volunteer R/R grant was submitted July 1. I feel that we have a very solid application. They are going to start awarding them in August. Thank you, everyone for all the feedback and assistance. We're waiting to hear back on almost 5 million dollars' worth of grants that will both supplement us
- We had an exploratory meeting regarding the second mechanic with CC5, CC8, DC4, not in attendance LCCH, DC5. A funding package has been put together for review by the agencies.
- The very active start to fire season means that Misty and I are very busy ensuring documentation is correct for reimbursements through Mobe, DNR contracts, and IA.

**Community Risk Reduction/Events**

- People seemed to get the emphasized message this year regarding the 4<sup>th</sup> of July. We heard far fewer illegal booms in the city limits.

**Apparatus Status:**



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- The new CH71 has been completed and Chief Sherman moved into the 2023 Chevy command rig, now waiting on the canopy.
- B72 upgrades have all been completed and is now in service.
- We had to replace the batteries in B74.
- We are going to do a deep dive into the apparatus and replacement schedule.
- Another request was put in for an M1083 chassis.
- B71 had to be towed back from the Green Acres fire. Jason was able to find a bad wire; however, that did not fix the problem
- E79 has a radio transmission issue based on antenna location that Rivercom is fixing. This has already happened on E71
- T74 experienced a blown tire, which is currently being replaced.

**Stations:**

- Chief Sherman will provide a generator update.
- Station 71 FAC panel replacement was completed.
- ST71 alert system has had another issue after a power outage. Overheads are working, but the oven shut-off portion is not working. Schmidt Electric found a few things unplugged
- Chairman Donnell asked if the Hearing testing was still going and suggested getting some headsets for the 1083

**Long Range Discussion:**

- Any long-range topics that have been brought to anyone's attention?

**Assistant Fire Chief Report**

**Operations:**

- Volunteer Recruitment / Training
- One member is participating in the stipend program.
- We have 5 volunteers participating in Staffing Station 75- rotations that work for their own private schedules. The Volunteer shift is from 0700 to 1700, 2 Person minimum staffing. Lt. Wentland is providing leadership when available. Personnel are participating in the morning tie-in at Station 71
- The Volunteers at ST75 are doing public education, station tours, shift training, PT, patrolling the South shore, along with basic patrols, home inspections, and station maintenance.
- Lt. Wentland will begin training members on Type 1 engine operations as soon as Engine 75 is back in service.
- ST 75 compiled a wish list that was submitted to Chief Sherman. Chief Sherman requests \$2,600.00 to purchase office chairs, a couch, a grill, and ground maintenance equipment
- Chief Asher took a moment to thank everyone who participated in the Apple Acre fire- 15 trucks responded, along with several new volunteers
- Donnell approved to move forward with \$3,000.00. Sherman was very appreciative of the approval
- Franklin is in Week 10 of the academy, with graduation on the 24<sup>th</sup>.

**Prevention:**

- FLSI Inspections: 14 completed in the last 30 days. 5 Firewise home assessments completed: Santillan Day Care, 114 E Woodin Ave, Lakeside Surf, Ophelia's Daycare, Hangar 138, 402 West Manson Rd, Slide waters, Shirt Shop, Campbells Restaurant & Conference Rooms, Senor Frogs, Laylas, Riverwalk Inn, and Swim World
- Filling the last water tank in Washington Creek is scheduled for tomorrow.

**Facilities:**



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**Generator project:** This weekend, we will start testing the generator system. Low voltage guy, Johnny Synder, and Jason

**Firefighters Association Report:**

- Thanked Chief Asher for taking a moment for Barry, and a volunteer attended the farmers market last week

**Unfinished Business:**

- TIF
- SOG 170 Payroll Submission and Processing is a Policy. Donnell will revise this
- Chairman Donnell provided the Administration with an introduction to the separation of the SOGs from the Policies and Procedures during the SOG discussion

**New Business:**

- 100-Year plan- April 2026, discussion of ideas such as a parade, new badges, and new coins.
- Chief Asher asked for feedback from the Commissioners, and Chief Donnell agrees it is a big deal and suggests an open house.
- Security Cameras - bid from Interwest out of Wenatchee for \$8900.00 for ST71.
- Commissioner Simmons asked what the main goal is with the cameras. Chief Asher responded, Admin upstairs, the bay doors are left open, car prowlers, etc.
- Commissioner Jones suggested getting another bid and would like to get a bid from an electrician for hard-wiring cameras.

**Special Events:**

- KOZI – Community Connection Thursday, July 17, @ 8:10 a.m. – Chief Asher and Commissioner Donnell
- Farmers Market- Thursdays 3-6
- National Night out, August 5 at Riverwalk Park

**Board for Volunteer Firefighters:**

- None

**Public Comment:**

- Rich wanted to thank Chief Asher for his response with information on the Apple Acres fire and again suggested getting a PIO
- John Olson- just an observation from City Hall meetings that the Weidner project will be up and running this fall, the city of Cle Elum got sideways with a builder that went to court, and the builder won- hopes that the Fire Department and admin will work closely with John Ajax at the city. Feels the FD needs to be in the middle of the planning process.
- Commissioner Jones suggested law enforcement respond to illegal burns at this time of the year.
- Chief Sherman responded that the Sheriff will not

**Chief Asher and Hillary Franz**

- Hillary thanked Chief Asher and Chief Baker for the invitation and expressed her honor in working with the fire district and others over the years through the Fire Aside program. She highlighted the significant progress made, noting its impact on reducing burned acreage. Hillary emphasized the importance of equipping the community with tools to continue making a difference and credited strong relationships, leadership at all levels, and strategic investments for the district's success. She also noted the positive impact of HB 11648 and HB 1498 in enabling immediate response by fire departments and stressed the need for HB 1498 to pass next year with full funding.
- There is a pressing need to raise public awareness about their responsibility in supporting community resilience, particularly concerning HB 4120 properties in Chelan that remain at risk. While resident engagement is critical, it continues to be a significant challenge.



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- Commissioner Jones noted that Washington is currently the only state in the nation that does not provide insurance discounts for home hardening efforts.
- Commissioner of Public Lands Hillary Franz emphasized the importance of proactively engaging with legislation to drive meaningful change.
- Chairman Donnell discussed HB 1539 with Hillary Franz, outlining both past and current efforts related to the bill, and expressed interest in how the program might benefit local communities

**Commissioner Comments:**

- The next scheduled Regular Commissioner meeting is August 20, 2025

**Executive Session:**

- 4:33 P.M. The Board will convene into executive session to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. Executive session is expected to conclude at 4:53 unless extended by the Board. Chairman Donnell extended 5 minutes. Executive session ended at 5:02
- Commissioner Simmons stated in June, he submitted a letter of resignation, and after this executive session, he will withdraw his letter of resignation

**Adjournment: There was no more business before the Board of Commissioners. Commissioner Jones MOTIONED to ADJOURN the regular meeting at 5:04. The MOTION CARRIED**

**Chelan County Fire Protection District 7 Board of Commissioners:**

*x Mark Donnell*  
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Mark Donnell  
Chairman

*x*  
\_\_\_\_\_  
Russ Jones  
Commissioner

*x Ron Simmons*  
\_\_\_\_\_  
Ron Simmons  
Commissioner

*x Misty Field*  
\_\_\_\_\_  
Misty Field  
District Secretary