



**MINUTES**  
**Chelan Fire and Rescue**  
**Wednesday, October 15, 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**

**Roll Call:**

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

Absent: District Secretary Misty Fifield.

Moment of Silence- Retired Mechanic for Chelan Fire and Rescue for over 20 years, John Goyne Sr., passed away last week.

Tentative Service: John Goyne Sr. is on November 8th; more information to follow when it is available

Chairman Donnell: Made changes to the agenda

Added New Business:

Station Consultant – Open Bid from Attorney Eric Quinn

Station 72 and Station 75 discussion

Executive Session per RCW 42.30.110 – To evaluate the qualifications of an applicant for public employment

Remove 09-17-2025 Meeting Minutes from this agenda and move it to the November Agenda

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

**Approve Agenda: Commissioner Simmon MOTIONED to APPROVE the Agenda as revised, the MOTION CARRIED**

**Public Comment:**

New Deputy Chief Michael Williams of Chelan County Fire Protection District 5 (Manson) Show gratitude and appreciation for the strong working connection of our two fire districts. Introduced to himself, his fire service career, and strong roots in the Chelan Valley Eager to start working to build partnerships to strengthen regional training, operations, and community safety.

Looking forward to working with everyone at Chelan Fire and Rescue

**Consent Agenda: Commissioner Simmons MOTIONED TO APPROVE the Consent Agenda as revised; the MOTION CARRIED.**

- Revenue and Expenditure Report: September 2025
- Payroll: 08-22-2025 to 09-21-2025 Paid 10-05-2024 Benefits: \$168,503.56, Salaries/Wages (Net) \$190,421.44 Total \$358,925.00.
- General Account Vouchers 09/12/2025 Transaction #1163 to #1183 \$15,650.40; 09/19/2025 Transaction #1186 to #1199 for \$13,191.77; 09/16/2025 Transaction #1222 to #1230 for \$57,508.81
- Capital Purchase: 09/27/2025 Transactions #1231 for \$1,644.85

**Commissioner's Report:**

- Chairman Donnell: Next Budget Workshop – October 30<sup>th</sup>, 2025, at 10:00 AM

**Fire Chief Report:**

- 2025 Budget & Financial Report – September 2025 Financial not done to go over
- Waiting on the bill for the Hot Water Recirculation Pipe Burst in the wall – Above the door frame of the living quarters- which should not cost more than 7,000.00 dollars



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**Emergency Response Reports:**

- September Incident Response Report shows 101 calls for emergency services. Up from 88 calls for September of 2024, and the 10-year average is 83 calls of service.
- Rescue and EMS calls for service equal 58% of the call volume for September 2025.
- Good and effective workforce response to all the call types
- No fire loss
  - Calls responded to:
    - 3<sup>rd</sup> Alarm Aid call to Wenatchee – Lower Sugarloaf Fire
    - Brush 72 – Lower Sugarloaf Fire - FLRA 2-week Strike Team Deployment night shift
    - Strike Team Leader Deployment – Lower Sugarloaf Deployment
    - Lighting Strikes Brush Fires – Douglas County

**Administration:**

- Did not receive the CWDG Grant
- SAFER Grant was approved
- Worked on the Budget this month
- Working through First Due Reporting
- Stierer is working on Hydrants lined up in First Due
- City and PUD requesting access to First Due Hydrant Module
- City had a feasibility study on their building- we attempted to piggyback, City ended up declining to allow us to piggyback
- Slide Ridge Repeater up and running, will be adding Tact Butte – by April 2026, Rivercom should have dispatcher monitoring
- Karla and Misty attended the Washington Fire Chiefs Admin Support Conference in September
- Asher attended WUI Summit (Wildland Urban Interface Summit) – Chiefs and Commissioners attended this- discussed change for insurance companies so people don't lose insurance – Confirmed that WSRB will change the 5-mile radius to 7 miles, which will make a massive impact for the good
- Next week, all of Admin will be out at the WAFC Conference in Tulalip except for AC Sherman.
- Hometown Hearing is tentatively scheduled for 11/18/2025 – on a Tuesday night drill, Career staff will need to schedule their appointments on a day that they are on shift.

Chairman Donnell: Asked about the DCP audit, wants an update. Asher will need to get back to Chairman Donnell.

Commissioner Simmons: Asked about Chelan County AP and moving it from the County to in-house

Chairman Donnell stated that it was moved to November's meeting, for when District Secretary Fifield is at the meeting, so that she can explain in detail the request

**Community Risk Reduction/Events: None**

**Apparatus Status:**

- T75 had a long-overdue manifold fix.
- L71 had a pump bearing fail during pump testing. Waiting for the part.
- B71 is having work done on the dashboard still – Spokane, WA
  - Chairman Donnell: Needs a breakdown on what has been spent on this apparatus. Does not want to do business with Brindlee Fire Apparatus- after L71 and now this - go to Brindlee and ask about the failed apparatus
- E71 had a minor incident where it grazed a pickup while parking at an MVA.
- Recommend getting Starlink for CH71 and CH72. It could have been used multiple times this year. Most DNR and USFS leaders had them this year. It will allow for quicker sharing of information, no matter where we are located. \$299 for the kit and \$50 a month for the roaming service.



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- Tower going in Chelan Falls – which will help service and help find incidents quicker towards Pateros. Currently, there is no service out there, and during an emergency incident, the crew has to drive until the emergency scene is found. Additionally, callers to 911 have to drive until they have service to dial out and report emergencies.

**Stations:**

- Station 71 had another issue with a water leak that damaged the wall and floor in the crew quarters.

**Long Range Discussion:** No Discussion

**Assistant Fire Chief Report:**

**Recruitment:**

- Total of roughly 10 applications in process

**Retention:**

- Lost one volunteer- Dillion Kenner

**Stipend coverage:**

- 1 volunteer currently doing stipend shifts
- 5 volunteers participating in staffing Station 75- the rotations consist of it working around their schedules

**Operations:** No Discussion

**Training:**

- Planning for the RDD Academy is currently in process

**Apparatus:**

- Brush 71 - still in Spokane for repairs.
- Submitted for a Grant for DRN Surplus Type 5

**Prevention:**

- FLSI Inspections 9 completed in the last 30 days
- 0 Call for Firewise home assessments completed
- Still doing Tactical Response Plans - do high-risk occupancies first, then update the remaining

**Facilities:**

- Flooring removed for water damage. Need the floor repaired.

Commissioner Simmons – asked about the cause of the 420 E Woodin Ave House Fire

Chief Asher- Arson, and an individual who was a suspect of said arson, passed away from an overdose in Brewster Hospital

Have fulfilled roughly five records requests for house fire

Fire investigation is closed

**Firefighters Association Report:**

Brews on the Bridge – sold shirts and sweatshirts

Jasmin Shattuck filled the open board seat

Since the Firefighters' Association only does events, Association President Simmons is requesting that the firefighters' association report be removed from future agendas. Stated that they are independent from the fire department and do not answer to the fire department nor the Board of Commissioners.



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**Commissioner Simmons MOTIONED to REMOVE Firefighters Association Report from all future agendas moving forward, the MOTION CARRIED.**

**Unfinished Business:**

- Marine 72 – Inner Operability Agreement- Attorneys Eric Quinn and Brian Snure have gone back and forth with the IOA. It currently sits on Chief Baker’s desk waiting for a response.
  - Question was- waiting on what?
  - Waiting on Chief Baker’s to see if any amendments need to happen
  - Chairman Donnell expressed his frustration and dissatisfaction and requested that it be noted for the record that he is not happy. This is to be a priority, as should have been done before Marine 72 was put in the water or given to Manson 5, regardless of both agencies having.
  - Needs to get this taken care of, doesn’t want Manson 5 turning the boat on until IOA is completed.
  - Commissioner Simmons- doesn’t want to belabor the issue, yet, agrees with Chairman Donnell that Chelan 7 is liable and is responsible for district assets. Until this is resolved, the boat shouldn’t be in use.
- TIF- Commissioner Jones- Explains current understanding. Boils down to that unless we are backed up at 1.50, the TIF should not harm us.
  - Governor looking at using TIF for affordable housing.
  - TIF has been on the agenda for the past couple of years- Chief Asher to find out about the Legislative Day/Conference – January 2026
- 100-Year Anniversary Celebration – The main task was given to Sharon Crosetto. She is doing amazing work, and we are very happy. Won’t share too much too soon, but very excited to share once we have everything dialed in. Planning on street banners, parade, and chili cook-off, new emblem for the event, new challenge coin, celebration at Vin Du Luc end of the day, and much more. Have many sponsors.
- Security Cameras- was moved to 2026 Budget

**New Business:**

- SAFER Grant – 1,434 million dollars
  - Met with all the agencies, with the exception of Entiat’s Fire Chief, who wasn’t in attendance
  - Received all requests in the Grant, with the exception that the salary of the volunteer coordinator was not fully funded, reduced to \$50,000.00 a year plus benefits
  - Tried to call the next day- no answers due to the Government Shutdown
  - Have 90 days to get a Vol Coordinator, then the performance period starts
  - Attempt to get an amendment to have the current new volunteers paid under the SAFER Grant
- Request from Attorney Quinn – Quinn to Draft a Request for Proposal for Feasibility Study for ST 71
  - A rendering of ST 71
  - Look at remodeling other facilities – ST 75 crew quarters, ST 74 crew quarters, ST 73, and ST 72 will not change
  - Feasibility study of 3 stations, or just ST 71
  - Get a bid on architectural design
  - Given direction to move forward
- ST 72 and ST 75 - What to do with these stations
  - Most likely not a viable station
  - Station 75 – the sale of the parcel that was subdivided
    - If the land sale goes forth – use the funds of sale to pay off the Bond, then if we need to finance another apparatus, then the credit is good
    - ST 72 stays as storage, then the building needs to be maintained better as far as upkeep
    - Remove CCSO if need be

**Special Events:**

- KOZI – Community Connection Thursday, October 16th 8:10 Chief Asher and Chairman Donnell
- Farmers Market – Thursdays 2-6
- Lake Chelan School District Parade 10/17/2025 from 1-3 – Will use the Parade truck for Ms. Lake Chelan



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- Lake Chelan School District Parade 10/17/2025 from 1-3 – Will use the Parade truck for Ms. Lake Chelan
- WFCFA Conference 10/22-10/25/2025
- Fall Wine Walk 10/25/2025 from 4:00 pm – 7:00 pm
- Halloween 10/31/2025 5:00 pm -7:30 pm

**Board for Volunteer Firefighters:**

- Nothing to Report

**Public Comment:**

- No Public Comment

**Commissioner Comments:**

- The next scheduled Regular Commissioner meeting is scheduled for November 19, 2025, at 3:00 p,
- Commissioner Jones- would like to continue the discussion about a policy regarding illegal burns
  - What the options are, especially for repeat offenders: to send to DOE, City Marshal, County Marshal, or CCSO for citations
  - Has to be a consequence for repeat offenders

**Adjourn:** Commissioners will adjourn the Regular Session to go into Executive Session

**Executive Session:** Chairman Donnell: roughly 10 minutes -

Executive Session per RCW 42.30.110 (g) – To Evaluate the Qualifications of an Applicant for Public Employment or to Review the Performance of a Public Employee

Entered Executive Session 16:14


Exited Executive Session 16:26

- The next scheduled Regular Commissioner meeting is scheduled for November 19, 2025, at 3:00 p.m.
- The next scheduled Open Budget Meeting is scheduled for October 30, 2025, at 10:00 am.

**Adjournment:** There was no more business before the Board of Commissioners. Commissioner Jones MOTIONED to ADJOURN the regular meeting at 16:27. The MOTION CARRIED

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

x   
 Mark Donnell  
 Chairman

x   
 Russ Jones  
 Commissioner

x   
 Ron Simmons  
 Commissioner

x   
 Karla Mendoza  
 Admin Assistant