



**Minutes**  
**Chelan Fire and Rescue**  
**Wednesday, March 18, 2026, at 3:00 P.M.**  
**232 East Wapato Ave, 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**

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

**Roll Call:** Chairman Mark Donnell, Commissioner Russ Jones, Commissioner Edinger, Fire Chief Brandon Asher, Assistant Fire Chief Shawn Sherman, and District Secretary Misty Fifield.

**Approve Agenda: Commissioner Jones MOTION to APPROVE the Agenda. Motion carried**

**Public Comment:** None

**Consent Agenda:** Commissioner Edinger MOTION to APPROVE the Consent agenda. Commissioner Jones seconded the motion; the motion carried

- Revenue and Expenditure Report: January 2026 & February 2026
- Payroll: 1/26/2026 to 02/22/2026 Paid 03-05-2026 Benefits: \$129,074.86, Salaries/Wages (Net) \$122,596.77 Total \$251,671.63.
- General Account Vouchers 02/06/2026 Transaction #182 to # 197 for \$11,495.68; 2/13/2026 Transaction #201 to #217 for \$23,311.58; 02/20/2026 Transaction #219 to #239 for \$19,881.88; Transaction #244 to #255 \$ 13,903.64
- Capital Purchase: 02/21/2026 Transaction # 240 \$ 9,473.21
- Minutes: Regular Meeting February 18, 2026

**Commissioners Report and Updates**

- Commissioner Jones has been gone.
- Chairman Donnell said the Aviation bill passed, so we will be good for another 4 years, following others' HB, and most did not pass. DNR was able to get the funds back that they lost from prior years.
- Commissioner Edinger is eager to meet the firefighters.

**Fire Chief Report:**

- 2026 Budget & Financial Report – January 2026 & February
- February– Emergency Response Report / Community Risk Reduction / Station & Apparatus Update
- January outliers are \$35,356 in Skagit Flood OT (Will be reimbursed through Mob) \$5771 for B71 PCM Repair from 2025.
- February looks good with no surprises.
- AMEND BUDGET-to accurately reflect actuals and TIF payment to the City (Both not known at November 2025 budget approval). Commissioner Jones motioned to approve the 2026 Amended budget. Commissioner Edinger seconded, and the motion carried.
- Chairman Donnell reiterated his interest in having the Assessor present to the Board, potentially in May. It was noted that the Assessor is scheduled to be in Chelan at City Hall in the near future. Chairman Donnell also confirmed that all required capital transfers had been completed in 2025, including an additional transfer of approximately \$198,000.
- Commissioner Jones mentions the Assessor told them that the district budget was going to be reduced by \$200,000.

**Emergency Response Reports:**

- February Incident Response Report shows 68 calls for emergency services. Our 10-year average call volume for February is 59 calls.
- Rescue/EMS responses accounted for 63% of total calls for service.
- Effective Work Force: Sufficient for types of calls
- No fire-related losses were reported within the district for February.
- Continued progress is being made in reporting accuracy and completeness.

**Administration:**



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- The Annual Report is currently in progress and is expected to be completed by the next meeting.
- Efforts are ongoing to update all expired mobilization agreements within the Fire Defense Region; Okanogan County remains the only outstanding jurisdiction.
- Legislative updates:
  - SB 5928 did not pass. The bill would have required increased transparency in wildfire risk modeling and insurance property scoring.
  - SB 6079 did not pass. The bill aimed to reduce insurance policy non-renewals and cancellations due to wildfire risk.
  - HB 2451 was passed. While it includes several updates to the TIF process, it does not impact the district at this time.
- Letters of support were submitted:
  - To Representative Schrier in support of the City of Chelan's new City Hall project.
  - To Senator Cantwell supporting funding for the City's water project. Additional funding outside of TIF is expected to reduce both the duration and impact of the project.
- Labor negotiations with Local 4816 have commenced. The next meeting is scheduled for March 24.
- Work is underway on an updated Interlocal Agreement (ILA) with Douglas County Fire District 15 for mechanical services, to be billed hourly based on availability.
- Seasonal hiring: Interviews are scheduled for April 7 and their first workday is April 21.
- A meeting was held with departments involved in the grant-funded station project to provide updates and gather input on next steps.
- A draft entry-level/lateral position announcement is being prepared for potential future hiring needs.
- Strategic planning efforts continue, with three firms having presented proposals; one proposal remains outstanding.
- The district is evaluating the feasibility of hiring David Holmes in a part-time capacity. This consideration is based on increased workload from Orondo operations and potential additional service agreements. Initial analysis is underway to determine if this can be accomplished without additional cost to the district.
- Chief Sherman provided an update on the number of vehicles assigned to the Orondo area.
- Preparations for the Centennial celebration are ongoing, with significant contributions from staff and the event planner.

**Community Risk Reduction/Events**

- Kari hosted a meeting at the station with representatives from multiple districts to review operational processes, billing practices, and share ideas for improved coordination.
- Kari and Firefighter Preheim participated in Career Day at Chelan High School. A-Shift personnel, along with the Chief, also attended portions of the event.
- Planning for the Centennial celebration continues to progress. The Board acknowledged the significant contributions and effective coordination provided by the event planner.
- Chief Asher reported that 61 invitations have been distributed for the Centennial event.
- Chief Asher presented new badges to the Commissioners

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

- Volunteer Recruitment / Training
- Two have dropped out of the Recruit academy due to work scheduling but both are remaining committed to this wildland season. Thank you to Kari for her work in reaching out to these members and keeping them engaged.

**Operations**

**Training Report (February–March 2026)**

- Quarterly training activities included Rope Rescue Awareness, live fire training at Station 74, and ground ladder operations.
- A decline in attendance has been observed over the past several weeks during Tuesday night drills; this trend will continue to be monitored.
- A multi-agency training event with Chelan and Manson is scheduled for next week at Mill Bay.
- Recruit Development Drill (RDD) 26-01 is in its final month. Recruits are scheduled to participate in multi-company operations in Malaga this Saturday and will attend the Burn to Learn training in North Bend later this month.



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- The EMT course is currently underway. Appreciation was expressed to Firefighter Fogelson for administering and instructing the program. This training is essential to expanding the district's emergency response capabilities, particularly for large-scale incidents.
- The Chief will be evaluating the implementation of a requirement for annual patient contact minimums for EMTs to maintain proficiency and readiness

**Prevention:**

- 7 FLSI Inspections completed since last meeting.

**Apparatus Report**

- DCFD4 Service Contract: Jason and I met with Chief Znoll to review fleet inventory and conduct a condition assessment. An operational and financial presentation is being prepared for delivery at DCFD4's next Board of Commissioners meeting. It was noted that taking on this additional workload will not be sustainable without adding a part-time assistant to support Jason.
- Ladder 71: Ladder 71 experienced a minor performance issue that temporarily placed the apparatus out of service. The issue, involving a detached handle and a hydraulic concern, was successfully resolved in-house by Jason, and the unit has been returned to service.
- Chief 72: The new 2024 Chevrolet command vehicle is currently undergoing in-house installation of emergency lighting and siren systems. The canopy from the existing Chief 72 vehicle will be transferred to the new unit. Pending available funding, the district plans to purchase and install a mobile Compressed Air Foam System (CAFS) unit with a bed slide.
- Utility Trailer: Jason Miller has been assigned to identify a minimum of three utility trailer options for consideration. The district anticipates being prepared to proceed with a purchase by mid-April

**Facilities:**

- Station 71 -Crews are working on fabrication and storage solutions for new containers.
- Safety Committee Meeting: A Safety Committee meeting was conducted. Appreciation was expressed to all participants, with special acknowledgment given to Karl for his contributions.
- Chief Sherman reported that Karla will complete and distribute the official meeting minutes
- Commissioner Edinger inquired about the number of volunteers expected to graduate from the current training program. Chief Sherman reported that seven (7) volunteers are anticipated to graduate

**Unfinished Business:**

- TIF Update (Commissioner Jones & Chief Asher): Commissioner Jones and Chief Asher met with City representatives and provided the WVFD proposal for review and consideration.
- Accounts Payable and Payroll Transition (AOM Fifield): The transition of Accounts Payable and Payroll functions from the County system is in progress. The process is moving forward, though at a slower pace than anticipated.
- 2027–2031 Strategic Plan (Commissioner Donnell & Chief Asher): Meetings have been completed with three prospective vendors. The lowest proposal received to date is from Gary West for \$18,930. The district is awaiting one final proposal before making a decision.
- 2026 Policy Manual Update (Commissioner Donnell): Discussion was held regarding updates to the Policy Manual.
- Commissioner Edinger moved to adopt Policies 216 and 220. Commissioner Jones seconded the motion, which carried.
- Commissioner Edinger also moved to adopt the Finance Policies (100 series). Commissioner Jones seconded the motion, and it was approved.
- The district will move forward with the adoption of the remaining policy updates as presented.
- Chairman Donnell reviewed upcoming policy revisions for future consideration.
- Reimbursement Recommendation: Chief Asher recommended that the district reimburse Chief Sherman for eligible expenses.



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- Regulatory Review: Chairman Donnell discussed applicable NFPA and RCW requirements and will continue reviewing compliance standards.
- Station 75 Parcel Sale: The Board discussed whether to proceed with the sale of the Station 75 parcel. It was noted that property values in some areas may decline by up to 20%.
- Commissioner Jones stated that his property assessment has increased and recommended retaining the parcel at this time.
- Chairman Donnell suggested obtaining a market analysis. The Board agreed to defer further discussion until after the May meeting.
- North Shore Trail Proposal: Commissioner Edinger expressed significant safety concerns regarding the proposed North Shore Trail, noting that approximately 80% of feedback received was negative and 20% positive. His position emphasized public safety considerations. Chief Asher reported that participating agencies have expressed a desire to remain unified in supporting the proposal's progression to the community center for further consideration.  
The Board collectively expressed concerns regarding the potential impacts of the trail along Highway 150.

**New Business:** None

**Special Events:**

- KOZI – Community Connection Thursday, March 19 @ 8:10 Chief Asher and Commissioner Donnell
- March- Taste Chelan Taste Tour
- Earth Day April 18
- Chelan Fire and Rescue 100 Year April 18
- Lake Chelan Eagles Easter Egg Hunt April 4 from 12-2
- Easter Egg Round Up, April 4, Chelan Rustlers from 12-3
- Assessor meeting here in Chelan, April 29

**Board for Volunteer Firefighters:** None

**Public Comment:** Chief Sherman requested feedback from the Board regarding the monthly newsletter and whether it is meeting expectations. Chairman Donnell expressed satisfaction with its content and format. Chief Sherman noted that the newsletter is distributed on the last Friday of each month. Chairman Donnell requested that a copy of the newsletter also be provided to Rich

**Commissioner's Closing Comments:**

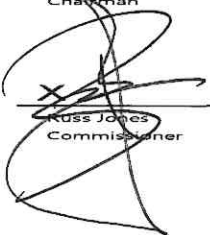
**Executive Session:** None

**Adjournment:**

**There was no more business before the Board of Commissioners. Commissioner Jones MOTION to ADJOURN the regular meeting at 3:58. The MOTION CARRIED**

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

  
\_\_\_\_\_  
Mark Donnell  
Chairman

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



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X   
\_\_\_\_\_  
Jim Edinger  
Commissioner

X   
\_\_\_\_\_  
Misty Fifield  
District Secretary