Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
August 13, 2025
Regular Meeting of Commissioners

Commissioners Present: Chris Willoughby and Dan Baker. Commissioner Weiss had an excused absence. |

Call to Order: Chairman Willoughby called the meeting to order at 4:38 pm.

Others Present: Chief Arnold Baker, District Secretary Reggie Trusel, Lieutenant-Training Officer Raynor Baker, Lieutenant Beau Alanis, SR Firefighter Kermit McClellan, Volunteer's Doug Pinski and Ronan Walsh, Captain Nick Glenn and LCH EMT Director Ray Eickmeyer.

Pension Board: Opened: 4:43 pm - Closed: 4:43 pm

Public Comment: None

Minutes: The July Meeting Minutes were presented, Commissioner Baker Motioned to approve the July 9th Regular Meeting Minutes and June 16th Special Meeting minutes, as presented Commissioner Willoughby seconded; Motion passed unanimously.

Financial Report: Chief Baker advised the Board to make a funds transfer of $240,000 from the Investment to the Expense account.
Commissioner Baker Motioned to approve the transfer of $240,000 from Investment account to the Expense account, Motion passed unanimously.

Approval of Invoices: Commissioner Willoughby, Motioned to affirm; August Voucher FD51 for $53,784.17, Commissioner Baker seconded; Motion passed unanimously.
Chief Baker noted the August Voucher reflects full payment to L&M Fencing. Since they have completed all work, Prevailing Wage Affidavit, there is no need to hold back 10% of their payment.
Board discussion on how to proceed with old Air Compressor. Chief Baker suggested inquiring with other fire departments if they have experienced the same type of compressor issues.

New Business:

- Air & Special Resource Funding
  Chief Baker advised he would like to keep a $500,000 cushion in the budget. Designate $250.000 to aircraft wildfire response and the second half for other emergencies. We need to plan in case HB 1498 does not pass next year.
  The Chief explained, Committee member Tom Dent WA State Legislature, was a huge advocate in getting this bill initially passed and added the bill has saved millions of state dollars. HB1498 will be expiring at the end of 2026.

- Commissioner Baker asked if background screening is done by the department for appointed seat Commissioner's. The Board discussed using the same protocol as we do for the volunteer recruits. Also, for the Deputy Chief position how will the open question/interviews be set up and will discussion need to be in Executive Session.

- WUI Summit-9/30/2025
  A Statewide Training/Summit on Wildland Urban Interface Zones
  Held September 30th at the Best Western hotel in Moses Lake from 8:30 am – 4:40 pm.
  Chief advised the Board he would like to attend.

- Jr. Firefighters Response Policy
  Commissioner Willoughby informed the Board he has reviewed the *draft* policy with current Manson High School Principal Kamie Kronbauer. She shared a couple of recommendations that will cover all risks to the school and Fire Department. Chief Baker noted our policy will be in alignment with what the school campus policy is. The Junior Firefighters will have their ISpy AP silenced during school and will not be responding to incident calls during school hours. A CCFD#5 (Jr. Firefighter) represents students under the age of eighteen or students over eighteen who attend High School.
  The Consensus from the Board is to implement the new policy so both Manson High School and Manson Fire Department are working cohesively. If an incident does require for additional responders, that will be up to the principal to honor or deny our request

- Credit Card (Visa) Increased credit limit: Chief Baker asked the Board to increase the current limit to $15,000.00. Commissioner Baker, Motioned to increase the credit card limit to $15,000, Commissioner Willoughby agreed, Motioned passed unanimously.

Old Business:

- Chelan Fire & Rescue – B72 Local Agreement
  Commissioner Baker, Motioned to approve Chief Baker signing the B72 Local Agreement if our amendments are approved by Chelan Fire and Rescue, Board of Commissioners. CFR-Commissioner Board will be meeting on 8/20/25 to discuss.

- Five Member Board
  Chief Baker advised the Board he emailed Attorney Brian Snure to better understand how to fill a Commissioner seat vacancy. Commissioner Baker read aloud the attorneys' recommendations when seeking letters of interest. Chief Baker will officially make the announcement when doing the next KOZI Radio interview. The Department will also post on their social media sites. The meeting attendees discussed how the process will be done once the candidates are chosen. Each candidate will offer a statement to the Board. If the Board chooses at that time, they may go into an Executive Session to discuss.

- Equipment & Projects
    - Chassis for E-55 Type 3 – Update
      Once Chassis has been completed, Chief Baker reiterated, he would like to make a trip to True North in Sumner WA. True North builds and services fire apparatus and emergency equipment and would be a favorable contender to finish the build on Engine 55.

    - E-51 Type 1 - January 2026 planned delivery. The Chief advised, Office of the State Treasure LOCAL Program *Bond* will be sold in November.
      He also advised, Engine 52 is temporarily out of service for regular maintenance.

    - New Compressor- Commissioner Willoughby asked if the volunteers have done training on the new compressor. The Chief noted, there was a drill to go over basic functions.

    - Summer Seasonal Crew
      The Chief reported, two are heading back to college in a few weeks. There will be one crew member staying till the end of August and possibly staying through September. The Chief suggested that this person would be helpful in doing field work if we move forward with the Fire Aside program.

    - Mechanics' Meeting
      The Chief advised the Board, that some of the participating districts are unable to afford the monthly fees stipulated in the draft agreement. The Chief noted he made the recommendation to offer a basic rate / cheaper cost and a full-service rate as districts have all types of engine needs.

Company Calendar: Chief Baker reviewed with the Board the scheduled meetings for the upcoming month.

EMS Report: Lake Chelan Health- EMS Director Ray Eickmeyer informed the Board the following:

- He will run the EMS stats soon to compare the call volume to last year. He indicated; it seemed like the calls this summer were a little lower than last year, but EMS department is doing "a lot of hospital transfers".
- Lake Chelan Health Specialty Clinic is now open at 131 S. Apple Blossom Drive Suite # 104- Chelan Business Center. They will have general and orthopedic surgeons, ENT and Dermatology. Trent Lyman Physician Assistant and MD Brandon Douglas will be two new providers.
- The Nick of Time Foundation, CVCH and LCH are hosting free community *heart screenings and sports physicals* coming up this Friday, 8/15/25 at Chelan High School from 8:00 am – 3:00 pm. He noted they currently have a hundred

pre-registered students, and appointments are open to kids from ages 12-19. He noted out of all the students screened 2% showed potential defects.

- A new Dementia class is now being offered to the Manson, Chelan communities. First class will be on August 20th at the Chelan library's Death Café. Wednesday's class is from 11:30 am – 12:30 pm.
  Future classes will be offered at the Manson Grange Hall. Important to learn more about Dementia as data shows; one out of twenty people over the age of sixty-five are being diagnosed. Classes are focusing on ideas in reducing/treating Dementia and teaching family/community awareness.
- The free Narcan vending machine-kiosk is located at the main entrance of Lake Chelan Health Hospital in Chelan. The kiosk has provided over sixty thousand Narcan inhaler's and offers two types of COVID/Flu tests.
- New EMS building: Waiting for additional plumbing bids.
- The EMS department is a little short staffed with Paramedics currently.
- Chief Baker added CCFD5 had 92 Fire/EMS calls for the month of July and our Seasonal Crew was able to help with those calls and anticipates the Manson call volume increasing. Both agreed the new 12 Tribes Hotel/Casino will add to that volume even more.
- Director Eickmeyer acknowledged Kermit McClellan who was an EMT with Lake Chelan Hospital, starting back in 1985. He thanked Kermit for his many years of service to our community.

Training Officer Report: Raynor Baker
No Questions from the Board.

Chiefs Report:
***Additional Discussion for Chiefs Report**

- Incidents
- Personnel and Training
- Recruitment & Retention
- Facilities and Equipment
- Prevention:
  Chief Baker reported the Fire Aside proposal was just sent via email.
  Firefighter Ronan Walsh asked how the home inspections will be done, and who puts information into the system after data is collected? Chief Baker explained that the main goal is to get the homeowners to take prevention seriously. The Board viewed the different packages Fire Aside program offers. The consensus by the Board is to research further and decide how to move forward by next meeting.

- RiverCom: Chief Baker informed the Board, RiverCom is currently deciding on purchasing a building on Grant Road, East Wenatchee.

Public Comment: None

Adjournment: Commissioner Willoughby closed the meeting with no additional business before the Commissioners; the meeting adjourned 6:31pm.

Chelan County Fire District 5 Board of Commissioners:

_____
Commissioner Fred Weiss

_____
Commissioner Chris Willoughby

_____ _____
Commissioner Dan Baker **Attest: Reggie Trusel**
District Secretary

Manson Fire Department

Chelan County Fire District 5
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Chiefs Report **August 13, 2025**

Incidents

92 Calls for service in the month of July; 78 within Fire District 5 and 14 out of District. Fire responded to 30 calls within District 5.

In District 5; 1 Brush-grass fire, 1 Smoke from BBQ, 1 Unauthorized burning, 2 Alarm malfunction, 2 Alarm System Activation-no fire, 1 Smoke detector activation-no fire, 2 Dust thought to be smoke, 1 Gas spill, 1 MVA without injuries, 1 Water rescue (recovery), 1 No incident found on arrival, and 12 Assist EMS calls. There were 12 more EMS calls that the Seasonal crew assisted without being toned out.

Out of District 5 for Fire; 3 Brush-grass fire, and 1 Dispatched & cancelled enroute.

EMS responded to 52 calls in District 5. 37 EMS Calls handled without Fire tones sent out, 12 with assistance of Fire, 1 MVA without injuries, 1 Water rescue (recovery), and 1 Dispatched & Cancelled.

Out of District 5 for EMS; 7 EMS Calls, and 3 Dispatched & Cancelled.

July Call Times;

Fire Call Processing was at 3:57, Arrival on scene at 10:29.
EMS Call Processing was at 2:04, Arrival on scene at 9:42.

Of the 78 dispatches in District 5, 48 calls were compliant to NFPA 1221, for call processing for 61.5%.

Of the 77 responses in District 5, 71 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 92.2%.

Personnel and Training

Training for July consisted of;

7/1 Quarterly SCBA & SCBA Proficiency & HP CPR – 20 attended
7/8 Blue Card Hydrant-Pump-Attack – 12 attended
7/15 Low Angle Ropes – 9 attended
7/21 OTEP – Aging Populations & Dementia training – 13 attended
7/22 Progressive Hose Packs / New Compressor orientation – 16 attended
7/26 Boat Operator Course – 9 attended
7/29 First Due in-service and logins & Wildland Structure Triage – 14 attended

Facilities and Equipment

Station-51 Fence – The fence is complete. The L&I Public Works Intents and Affidavits has been received. No hired labor was used, only L&M owners performed the work. We can pay the full amount without retainer. Bid price $10,028, Sales tax $842.35, total $10,870.35.

Breathing Air Compressor – MES technicians installed the compressor July 14th. The compressor ran 35 hours on the startup. A relief valve on the new air cylinder was faulty causing the system to bleed down to 6600psi. Once the leak was detected, isolated the cylinder till a new relief valve could be installed. System functioning perfectly. I conducted the in-service and orientation during a drill. Had everyone set up the fill station, fill a tank and reset the system. This system will be far easier for filling a large number of tanks after a large fire.

Engine-51 Replacement – No changes since last meeting. I do have the Engine's VIN#.

International Chassis for E-55 – Delivery schedule was moved up to the end of August. That will work out very beneficial to get the truck built by fire season 2026. The buildout was applied to an AFG grant. I check on the grant as they usually start awarding in June. I emailed the grants office, the reply I received was non-committal, except that all awards would be made by the end of September? I need to visit some vendors to make sure they are viable bidders for our project.

Hose Testing – Hose testing was completed on July 10th. We have some supply deficiencies. I have a quote on the hose we need, $13,890 with tax. Estimating $300 for shipping, $14,200. We have some hose loads on the trucks in a couple places, that do not have nozzles. The 6 nozzles, $8648 with tax. Estimating shipping $50, $8700 total.

RiverCom

RiverCom is considering another property, Columbia Center on Grant Road. The property could potentially save a few million over building a new facility on the property purchased last year. The biggest issue is an existing masonry structure meeting Teir 4 seismic standards. RiverCom had this issue with the Confluence Technology Center. The cost to retrofit that building was prohibitive when compared to building in a green space. The CTC is a 4 story, plus basement. The Columbia Center is 2 story, I don't know if it has a basement. Sometimes the retrofit includes modifying the footings. CTC with basement made it difficult to modify the footings. I expressed my reservations at another retrofit building. The Board is making a conditional offer on the building, and has hired a structural Engineer to do preliminary engineering. In my experience the preliminary leads to a more costly engineering to a build plan that would give total cost for the project. I think there will be hidden costs that will come out in the latter engineering that may make this purchase less desirable.

Prevention

The Seasonal crew has entered 217 of last year's structure assessments into First Due Pre-Fire module.

Attended National Night Out on August 5th at Riverwalk Park. Good event. My intent was to talk about home protection in wildfires. The crowd wasn't interested. The kids' packets were the hot item. Great conversations with community members and our partner agencies.

Fire Aside – I have reached out to Hilary, I believe she is on vacation. She should be back soon.

WFC Recruit & Retention Committee – Had a very productive meeting on August 5th. The committee is to the phase of wanting to take the program into problem areas to help troubled departments get their volunteer numbers back to reasonable participation. We are creating a template for a process to walk those departments through. The template will include culture, finances, personnel issues, equipment replacement and marketing for new volunteers. I'm very excited to see where this project leads. We may be able to help other departments fix their issues that keep them stuck in low turnout of volunteers.

July 2025 CURRENT CERTIFICATION REPORT

(Completed 8/4/2025)

TITLE	IFSAC CERTS	Medical	NWCG	2025 GOAL
Firefighter 1	9			6
Firefighter 2	7			6
Officer 1	4			5
Officer 2	3+1			2
Instructor 1	8			6
Instructor 2	1			0
Hazmat Operations	12			6
Wildland FFT2			14 (+1)	6
Wildland FFT1			4	4
Engine Boss			3	2
Tender Driver			3	
EMT		18		2
EMT Instructor/Evaluator		3		2
Fire Inspector 1	1			

Number of Interior Firefighters = 29

Number of Driver Operators = 4

Number Support Personnel = 9

Number of members on Leave = 0

Total Number of Chelan Fire District #5 Personnel = 42 members

Number of Junior Firefighters = 4

CURRENT TRAINING REPORT

Training Review

July was another busy and good month of training. July 1st was Quarterly SCBA, HP CPR and SCBA Proficiency training. We had 20 firefighters attend. July 8th was Hydrant-Pump-Attack drill. We started integrating blue card into the hydrant pump attack so firefighters can start hearing the terminology and understand what action need taken. We had 13 firefighters attend. July 15th was low angle rope rescue. We covered knots and basic rescue techniques. We had 9 firefighters attend. July 21st was

OTEP night. We covered “Working with aging populations…Dementia Training.” We had 13 EMTs attend. July 22nd, we covered our Wildland progressive hose packs. We had 16 firefighters attend. July 26th was the second Boat Operators course, and we had 3 firefighters attend. On July 29th for drill we rolled out First Due to everyone then covered wildland structure triage using the work the seasonal crew has been importing into First Due of the structure triages done last year on the Pioneer Fire. We had 14 Firefighters attend.

We now have 8 members qualified as operators on Boat 51. We have 10 members working on their hours for qualification on Boat 72. I’m hoping we can get at least one of our members signed off on Boat 72 soon so they can then go out with others to help them get their hours. Chelan will still do the final evaluation. August 9th I’m holding a third Boat Operator Course and have 2 signed up that couldn’t make the other two courses. Please review the attached Boat Operator Policy for approval. I have updated it to include Boat 72 though I don’t think the first version was officially approved.

We currently have 24 firefighters Red Carded for the wildland season up 1 from last month. 21 firefighters are Red Carded as arduous and 3 are Tender Drivers. We still have 8 firefighters working on their initial training courses for their Red Card.

In July Doug Pinski and Brooks Pinski completed the second weekend of the rescue swimmer course in Chelan and passed the course. Adam Rasmussen, our existing rescue swimmer also attended to helped out.

Again, in July I worked with the seasonal crew as time has allowed. I continued with driver training getting them signed off on the district trucks, assisting them with drills, and working through size ups for both wildland and structures. I think the seasonal crew has been doing great and has got a lot of work projects done around the district along with the fires they have gone out on. It would be nice to have more time with them to train more and help develop their leadership within the crew.

Testing:

I passed and obtained my IFSAC FO2 certification.

Aaron Richmond took his IFSAC FF2 written on July 5th at the State Fire Academy. He passed the written test. I hope to find a FF2 skills test for him soon so he can complete the certification.

Outside Training:

Currently no outside training scheduled in August.

Online Training (Fire Engineering Training):

“New Recruit” training In Fire Engineering is broken down and utilized the same as we did in Vector Solutions. There are two categories. The first is their NFPA required training to be able to enter a structure fire which is usually followed up with some hands on if they haven’t already received that on a drill night. There are 18 modules in the first section. The second, is their Human Resource courses. There are 8 modules in this section. This new recruit training is currently assigned to 10 firefighters. 6 firefighters are in progress which is up 2 from last month, and no one has completed the training yet. I am trying to get the new recruits and those that haven’t completed their Wildland courses.

The 2025 first quarter training made up of 4 modules. This is assigned to 27 firefighters. Currently 7 firefighters have completed this training. 6 firefighters are in progress. This training is now locked since we are out of second quarter and firefighters can no longer access this training.

The 2025 second quarter training is made up of 4 modules. This is also assigned to 27 firefighters. Currently 11 firefighters have completed this training. 5 firefighters are in progress. This training is now locked since we are out of second quarter and firefighters can no longer access this training.

The 2025 third quarter training modules were assigned July 1st and is made up of 4 modules. This is assigned to 26 firefighters. Currently 5 firefighters have completed this training. 3 firefighters are in-progress.

A total of 34 online training modules were completed in Fire Engineering Training in July. Some of the completed modules were elective modules not assigned but completed by firefighters.

Driver Training:

Brooks Pinski completed driver sign-offs on E-54, B-53, and Aid 156.

Micah completed driver sign-offs on B-53 and Aid 156.

One-on-ones:

July 4th I met with Cooper Pinski to complete his Quarterly SCBA.

Training Calendar:

August 5th – Water Rescue (summer)

August 9th – Boat Operator Course

August 11th – OTEP Hyperthermia & Exam techniques

August 12th – Ventilation basics with the state Fire Vent trailer

August 19th – Tower ventilation with the state Fire Vent trailer

August 25th – Officer Meeting

August 26th – Hydrant-Pump-Attack / Back to school fair at the Elementary school

Recruitment & Retention:

In July we had one member leave, Efren Alejo, who has moved to Arizona. We also had two members join Trent and Hanna Lyman. A father daughter. Trent is a PA with the hospital and Army Reservist. Trent has already been completing training getting his Red Card and already gone out on an incident. Hanna is a junior firefighter and I believe will be a senior this next year at Manson.