Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
January 14, 2026
Regular Meeting of Commissioners

Commissioners Present: Chris Willoughby, Fred Weiss, Ronan Walsh, and Dale England.

Call to Order: Chairman Willoughby called the meeting to order at 4:30 pm.

Others Present: Chief Arnold Baker, Deputy Chief Mike Williams, District Secretary Reggie Trusel, Lieutenant Beau Alanis, Captain Nick Glenn, SR FF Kermit McClellan, Volunteer FF/EMT- Doug Pinski, Lieutenant Dashiell Hei, EMS Director LCH Ray Eickmeyor, LCH EMT Brian Slater and LCH EMT Raynor Baker.

onX Mapping Demonstration: The Board asked to watch demo-video a different time. Chief Baker advised he will email the onX demonstration video to the Commissioners and Officer group.

Administering Oath of Office-Kermit McClellan: Chairman Willoughby gave the Oath of Office to Kermit McClellan. He is a newly elected Commissioner and will be replacing Dan Baker for position 2.

Chief Baker advised the Board he will be recording the meeting. Commissioner Walsh suggested waiting until the department had a policy in place. He advised the Board members are not allowed to record meetings but individuals attending can. Chief Baker urged the district to get their own Zoom account for recording in the future.

Pension Board: Opened: 4:37 pm - Closed: 4:37pm

Public Comment: Raynor Baker read a brief letter to the Board of Commissioners regarding his recent resignation email. Chairman Willoughby recognized the Board has received the written public comment from Mr. Raynor Baker and it will be filed accordingly.

Minutes: December 10, 2025, Meeting Minutes were presented, Commissioner England Motioned to approve the December 10th Regular Meeting Minutes, Commissioner Weiss seconded, Motion passed unanimously.

Financial Report: Chief Baker suggested transferring $410,000 from the Expense Account to Capital Investment account. He suggested before the Motion is approved, he would like to look through the Financial Statement and get an updated balance for all the different accounts. The Chief noted the Financial Statement has been updated, adding lines to reflect the new Investment Reserve account 656.503.

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Approval of Invoices: Commissioner Weiss, Motioned to affirm; January 2026 FD51 for $41,516.52 and, Commissioner Walsh seconded. Motion passed unanimously.
Commissioner Weiss asked about the voucher # 12.22 thermal Imaging cameras.
Commissioner Weiss Motioned to approve Voucher FD52 for $4,449.51, Commissioner Walsh seconded, Motion passed unanimously.

New Business:

- Resolutions: 2026-01through 2026-05
  Commissioner Willoughby briefed the Board on the different Resolutions to approve.
  Commissioner McClellan Motioned to approve 2026-01 – 2026-05 Resolutions as read, Commissioner Walsh seconded, Motion passed unanimously.
  Commissioner Walsh added he would like to have things in place for any new policies in the future.

- Training Officer-Resignation:
  Commissioner Walsh Motioned to accept Raynor Bakers resignation as of January 12, 2026, Commissioner Weiss seconded, Motion passed unanimously.

- Volunteer Points (July-December 2025)
  Chief Baker informed the Board that retrieving the data from First Due was quite challenging but was able to explain to Administrative Assistant Trusel the basic procedure involved. She was able to show on the "points" spreadsheet the points earned by each volunteer who participated in drills, incidents and certifications obtained.

  Officer Bonuses: The Chief noted two Officers were just shy of meeting their requirements. He made a recommendation for the Board to consider accepting the Officers participation and give bonuses to all officers.
  Commissioner Walsh expressed how the Board values the Officers' efforts they put in to meeting their obligations. Commissioner Walsh Motioned to approve all the Officer's bonuses earned for 2025, Commissioner Weiss seconded, Motion passed unanimously.
  Commissioner England asked how points are tracked. Commissioner Walsh noted the volunteers are also allowed to do training outside of drill nights and they receive points for that as well. Noncertified IFSAC-FF1 structural training requirement is 20 hours per month. FF1 certified is 15 hours per month and FF2 is 10 hours per month.

- New Truck replacement for E-51.

  - Chief Baker reiterated to the Board why we terminated the KME contract, as the Board had deep concern about financing a one million truck purchase.
    He asked the Board; do you want to finance complete amount or wait two years and purchase with cash.
    An example: $1.25 million truck- paying 75 % with cash and financing 25%. He advised looking at the financial side of things first.
  - Commissioner Walsh: Asked, what is the dollar amount in "reserve" for truck replacement E-51. Chief Baker indicated the amount of $684,146.92 listed on the Financial Statement under "Equipment Replacement". Commissioner Walsh added there were several reasons for terminating the contract, too much money and extended build delays.

  - DC Williams: presented the Board with a PowerPoint example.
    Key Topics:

    - The downtown structure engine (1995 / E-51) is now thirty-one years old. The NFPA guidance is to move frontline apparatus to reserve at fifteen years and to retire emergency service engines at twenty-five years. Reiterating our LEVY goals presented to the public in 2024 was to replace E-51 in 2026 at an estimated cost of $925,000.

      - Why HME is a good fit for the district.
        Capability: structural + WUI interface design (single platform for highest local risks).
      - Performance: 1,500-gpm midship pump + Class-A Foam configuration consistent with current operations.
      - Operational improvement: proposed build "more than doubles" compartment space vs E-52.
      - Mobility: HME SFO chassis designs emphasize maneuverability (tight turning radius).
      - Procurement: HME is available via Sourcewell cooperative contract for faster purchasing.

    - **Spec alignment (NIMS Type 1 baseline → proposed build)**

      • NIMS Type 1 baseline: 1,000 GPM pump, 300-gallon tank, and staffing baseline.

• CCFD5 proposed build described as a 1,500-GPM "workhorse" structural engine with Class-A Foam, designed to be highly efficient at protecting structures in wildfire.

- **Time Sensitive**

  • Lead time risk: local planning notes that later ordering can push delivery out to 2027.

  • Regulatory change: minutes note 2026 emissions ratings may force engine/transmission changes (+$70k-$80k).

  • National trend: EPA heavy-duty standards tighten beginning MY 2027; manufacturers are transitioning platforms.

  • Fire apparatus costs have already "jumped excessively" in recent years, delaying increases exposure.

- Discussion was made between the Board and attendees on adding CAFS capability and discussed pros/cons in pricing.
- Commissioner Walsh suggested sending the letter of intent and keeping the engine on *hold* until our team can go through all the specs.
- DC Williams added we would not be obligated to purchase with a *hold*.
- Commissioner Walsh Motioned to authorize DC Williams to send Alterra Fire Inc. a written letter of intent directing the vendor to proceed with apparatus specification development, configuration refinement, and preparation of a final firm price proposal for new fire engine, Commissioner Weiss seconded, Motion passed unanimously.
- Attendees commented the HME Type 1 is a strong fit for the MFD.

- Policy Dual Services as Fire Commissioner and Volunteer Firefighter:
  Chairman Willoughby briefly explained the policy to the Board and attendees. He noted, policy was created and reviewed by Attorney Brain Snure.
  Commissioner Weiss Motioned to approve the Dual Service as Fire Commissioner and Volunteer Firefighter Policy as stated, Commissioner England seconded, Motion passed by majority. Commissioners McClellan and Walsh abstained from the Motion.

- Commissioners' – Volunteer participation for Kermit McClellan.
  Commissioner Walsh, Motioned to allow Commissioner McClellan to participate as a volunteer firefighter, Commissioner Weiss seconded, Motion passed by majority. Commissioner McClellan abstained from the Motion.

- Administrative Assistant Vacation Time: Commissioner Walsh stipulated the current administrative position earning ninety-six vacation hours per year. Commissioner England, Motioned to increase the vacation hours to a hundred and twenty hours per year, Commissioner Walsh seconded, Motion passed unanimously.
  Commissioner McClellan advised the Board the Chelan County Public Works offers a "tiered system" for employees to receive (bonus vacation hours) once per year. Commissioner England advised the department to consider such a policy. Commissioner McClellan indicated he would gather information we could utilize for our employees and bring to the next Commissioner meeting.

Old Business:

- onX Mapping-Chief Baker noted he will send video-link to the Officer Group.

- 2025 Budget Recap
  Commissioner Weiss voiced concern the district might have gone over budget for 2025. Chief Baker reported the district was $168,298.56 under budget and $59,950.57 under revenue. He advised the Board, he will go over balances for all three accounts and give an update for the next Commissioner meeting.

- Training Officer/Coordinator Position
  Commissioner Walsh asked what is needed to finalize the Training Officer/Coordinator position. DC Williams explained the pay range has been established between $81,000-$85,000 and includes health insurance along with other standard benefits. DC Williams suggested creating a two-person committee to complete the position details and description. Commissioner England and Walsh will work on reviewing and finalizing with DC Williams.

- Equipment & Projects
  - E-55 Type 3 Build –Chief Baker indicated True North is working on a build estimate and is hoping to hear something back soon.

  - Command BC-52 Updates
    DC Williams gave the Board an update: The shell/canopy goes on tomorrow 01/15/26 in Spokane. The light package is on order and the pull-out slide for back area is currently delayed. He advised there is a sign company in Wenatchee who can do logo and reflective striping. DC Williams also noted the local sign company we have worked with in the past is currently out of business. The Radio will be supplied by RiverCom.

- Fire Aside: Commissioner Weiss confirmed the one-hour Zoom meeting is scheduled for tomorrow, 01/15/26 at 1:00 pm. A Fire Aside mitigation specialist will demonstrate their Wildfire community program. He added a Wyoming and Hawaii Fire Department have just implemented their Wildfire program.

Company Calendar: No review

EMS Report: Lake Chelan Health EMS Director Ray Eickmeyer.

- Director Eickmeyer passed to the Board an EMS response breakdown graph. The graph displayed the number of responses for years 2017-2025, noting 80% of the responses were for Chelan and 20% were for Manson. There was a 1% increase in calls from 2024.
- Community Paramedicine: Graph showed a fluctuation between years 2019-2025 (2025/43 calls)
- Prevention Events/Individual Services: Yrs. 2018-2025 (2025/163 events)
- Dedicated Standby's: Yrs. 2017-2025 (2025/47 standby calls)
- Regional HUB: 50 clients per month (600 people per year) outside of EMS calls.
- Lake Chelan Health Hospital now has 24/7 trauma and general surgery available.
- LCH just hired two surgeons and looking to hire a third.
- Guild B-raised enough funds to cover cost of (UTV) Utility Task Vehicle.
- EMS building is underway; they will be installing a camera to record progress soon.
- High School A1C testing will continue.
- Nick of Time Foundation: LCH will be purchasing new equipment to help with free heart screening.
- EMS continuing to do more prevention work with Entiat and Orondo.
- Stehekin has newer ambulance that can transport three patients at a time. Boat or air lifting patience are main ways out, now doing more transport than ever before.

Training Officer Report: DC Williams

DC Williams confirmed the department is compliant with training and our Officers are qualified to teach and are doing a "good job." He stressed we are meeting the State requirements and following the NFPA National Fire Protection Association guidelines for the standard of care/best practices in safe fire training. DC Williams explained MFD is now an (HIS) Health and Safety Institute for CPR and First Aid. He added every new volunteer must be trained in First Aid/CPR within their first 90 days.

Commissioner Walsh asked about sending our volunteer group the training requirements.
DC Williams reported he has submitted the DNR (VFA) Volunteer Fire Assistance) Phase 2 grant application. The grant funds of $5,884 and matching $5,734 would help with power equipment, support items, and props for Type 3 wildland interface.
Commissioner Walsh suggested DC Williams to also send an email to the group regarding our training curriculum moving forward.

Deputy Chief Report: Nozzles arrived
***No further discussion for DC Report**

Chiefs Report:
***No Additional Discussion for Chiefs Report**

- Incidents
- Personnel and Training
- Recruitment & Retention
- Facilities and Equipment
- Prevention
- RiverCom

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Adjournment: Commissioner Willoughby closed the meeting with no additional business before the Commissioners; the meeting adjourned at 6:35pm.

Chelan County Fire District 5 Board of Commissioners:

Commissioner Chris Willoughby

Commissioner Fred Weiss

Commissioner Kermit McClellan

Commissioner Ronan Walsh

Commissioner Dale England

Attest: Reggie Trusel
District Secretary