

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**October 11, 2023**  
**Regular Meeting of Commissioners**

**Commissioners Present:** Fred Weis and Dan Baker. Dana Starkweather had an excused absence.

**Others Present:** Chief Arnold Baker, District Secretary Reggie Trusel, Training Coordinator Raynor Baker, Captain Nick Glenn, Firefighter Association President Chris Willoughby, Assistant Chief Kermit McClellan, Firefighter Volunteer Ronan Walsh.

**Call to Order:** Assistant Chairman Weiss called the meeting to order at 4:36 p.m. The Flag salute commenced.

**Pension Board:** Opened: 4:36 pm, closed at 4:37 pm.

**Public Comment:** Chris Willoughby, Association President gave an update on how the Hydro-Fest Open House event went Sept. 30<sup>th</sup> / Oct. 1. He reported the Association earned \$1,176.00 from donations made for hamburgers/hotdogs and apparel sales. The Association appreciated the help of Izzy Walsh for selling T-shirts, Sweatshirts, Hats.

Commissioner Weiss gave an update on the Guild B, Lake Chelan Health luncheon fundraiser held at Sorrento's Ristorante on Oct. 2nd. He advised they raised over \$22,000.00 which will be used to fund Cardiac Monitors for the hospital. Commissioner Weiss thanked the Firefighters Association, who sponsored a table at the event. He summarized, there were many donors who helped to make this year's event quite successful.

**Minutes:** Due to the absence of Commissioner Starkweather, Minutes were tabled until the next Commissioner meeting November 8<sup>th</sup>.

**Financial Report:** Chief Baker advised the Board there is no need to transfer funds with expected property tax revenue depositing to our expense-account in a couple of weeks. Commissioners discussed the Financial Statement, investment reserve amount of \$819,324.18. Chief Baker clarified the investment reserve balance, reflects the allocated funds for; apparatus replacement and potential wildland aircraft/retardant costs. Commissioner Baker reiterated, Washington State DNR has agreed to cover those potential costs for the next four years. Suggestions were made to show a line item on the Financial Statement, stipulating the dollar amount reserved for equipment replacement.

**Approval of Invoices:** Commissioner Baker, Motioned to affirm; October Voucher FD51 in the amount of \$30,179.88, Voucher FD52 in the amount of \$1,386.79 Commissioner Weiss, seconded; Motion passed unanimously.

Discussion was made regarding Voucher Item # 9.7 FlowMSP services. Chief Baker advised he is waiting for a meeting with Lake Chelan Reclamation which will help to provide the needed

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**October 11, 2023**  
**Regular Meeting of Commissioners**

information before the App can be ready for use. Captain Glenn reiterated he will be helping enter important data from Manson local commercial businesses. He indicated the App will provide address, square footage, fire flow requirements and identify nearby hydrants and other specific hazards fire responders would need to know. Chief Baker noted RiverCom is working on a similar, larger scale data collection program that should be ready in the next couple of years. In the meantime, using this App will be a huge help assisting responses.

**New Business:**

- **Fire Data and Trends**  
Commissioner Weiss presented to the Board a summary report he put together comparing Fire and EMS history. He researched data between Fire and EMS calls starting 1994-2020. NFPA showed in 1994 there were 2,054,500 fires and 9,189,000 EMS calls and in 2020 fires dropped to 1,388,500 and EMS increased to 23,812,000. Washington State showed a wildfire increase from 50,000 acres to 10 million acres in 2020. The report indicated despite high fire count WA State keeps 95% of fires under 10 acres. He stressed; the State of Washington is number six in the nation for most dangerous states for wildfires. Commissioner Weiss also explained the report shows a cultural shift for firefighter volunteers, as the memberships are down. He reviewed with the Board and meeting attendees' areas for improvement in helping our (WSRB) Washington Survey and Rating Bureau grade. He summarized it is a high priority to keep our Fire stations, training facilities, apparatus updated with sufficient volunteer members, as the demand for training hours has increased over the years. Assistant Chief McClellan asked if volunteers not pursuing FF2 status will hurt our rating, Chief Baker disclosed it does affect our rating score. Commissioner Weiss reiterated, having new resident quarters, station improvements and growing our strategic plan along with a strong volunteer base will help to bring our rating from a six to a five.  
The Chief added the lower rating can also help our local homeowner with fire insurance savings by around 7%. The data illustrated how Fires and EMS incidents are becoming more and more demanding and that we need to be prepared as our influx in community growth also increases.

Commissioner Weiss also mentioned he visited the Chelan County Fire District 1, Resident Firefighter Academy this past week. He shared what a good experience it is for new recruits and how he has a better understanding of how the residency program – training facility work.

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**October 11, 2023**  
**Regular Meeting of Commissioners**

- Resolution 2023-11 (FNBO) Credit Card Limit Increase  
Commissioner Baker, Motioned to approve Resolution 2023-11- increasing credit limit from \$6,000.00 to \$10,000.00, Commissioner Weiss, seconded; Motion passed unanimously.

**Old Business:**

- **Station 51 Remodel**  
Chief Baker reported, the hall carpeting was installed, and he is hopeful the bay door will come down soon and new windows will be installed.  
He noted he will be ordering new furniture (tables/chairs) once the credit limit increase has been implemented. The storage container fencing RFQ advertisement had no response in Wenatchee World newspaper, he suggested postponing it until next spring.  
Commissioner Baker asked about the information Assistant Chief McClellan wanted to share at the last meeting regarding Command Duty-shifts. AC McClellan advised the Board of the meeting he and volunteer Richmond had-working out a couple different scenario options. He stated Lieutenant Alanis also had a couple ideas in spreading the weekend shifts among the officers. He felt encouraged by the possibility of adding a third lieutenant to the officer group and reiterated how that would help offset shifts. AC McClellan suggested emailing the Commissioners/Chief Baker the purposed schedule-spreadsheet for their input. Chief Baker advised the Board; Chelan Fire & Rescue union wage-negotiated a 20% increase for career firefighter staff. He emphasized how this will help with our Points structuring for this coming year. The Chief agreed bringing in a third Lieutenant will help alleviate some of the pressure for the rest of the Officer group, and he will be sending an email to the department volunteers announcing the position opening.  
Discussion was made; Safety Jacket Disbursements  
Captain Glenn suggested finishing up policy and bringing to the next Commissioner meeting Nov. 8<sup>th</sup> for review. Chief Baker reiterated for volunteers to earn a jacket-they need to make 50% of drills. TC Baker added for those volunteers who make an effort to set a (make-up drill) appointment with him separately would be counted on their drill participation. He will encourage those who miss to take some time for make-up classes. He indicated it can't be done for every single class missed but most.
- **Levy 2024: Strategic Plan-Levy Goals**  
Chief Baker went over the 8 Levy Goals with the Board, focusing on E-51 replacement. The Chief explained per WSRB, it is necessary to replace a Class A engine after fifteen years in service. The structural engine we currently have will be 30 years old in 2025. The engine replacement he is anticipating will be

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**October 11, 2023**  
**Regular Meeting of Commissioners**

Wildland and Structural capable. We have funds reserved to help cover most all the costs but with price increases, he advised we will need the 2024 Levy to help offset the expense.

The Newsletter is ready for print and noted, he'll be reaching out to the Wenatchee post office to investigate mailing-permit use.

- **Station 52: RFQ Architectural Services**  
RE: Permit Planning for ST52 Resident Quarters/Classroom Building. Chief Baker announced The DOH Associates Architects & Planning were the only responders to the newspaper advertisement. Commissioner Baker, Motioned to approve The DOH proposal, Commissioner Weiss; seconded, Motion passed unanimously.
  
- **Station 52: Training Center-**  
The Chief reported; DOH Associates and staff from Haley Aldrich's office will be consulting with Mary Monohan from (DOE) Dept. of Ecology to gain a better understanding of the scope for soil mitigation plan. The second issue the Chief reported is now working with historical preservation group for ST52 land use.
  
- **Company Calendar:** Chief went over scheduled meetings.
  
- **Pre-Fire Plans: FlowMSP-** Reviewed under Voucher Approval
  
- **ILA Mechanic Services-Chelan Fire & Rescue**  
Chief Baker reported the Agreement is now finalized. The new mechanic, Jason Miller, came out to help with engine pump testing this week and should be able to start next week on truck repairs.
  
- **2024 Budget-**None
  
- **E-51 Replacement**  
Chief Baker discussed starting the process with (CFS) Cascade Fire & Safety. He and Mark Merritt president CFS have been working on specs for new engine. The Chief indicated there is no penalty for cancelling the order if we don't prepay. He suggested moving forward now as this will be approximately a 28 month build and pricing will only increase the longer, we wait. The Board consensus was to move forward with signing an order-agreement with CFS for truck replacement.

**Wildland Interface Truck** (Sister Truck to E-54)

Commissioner Baker, Motioned to approve Chief Baker purchasing new truck chassis from RWC Group for no more than \$120,000.00, Commissioner Weiss;

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**October 11, 2023**  
**Regular Meeting of Commissioners**

seconded, Motion passed unanimously.

The Chief reiterated receiving the DNR Grant of \$50,000.00 will help with the cost. He will re-apply for the FEMA Grant next year as well. His past estimate for new truck was between \$380,000.00-\$400,000.00.

**EMS Report:** None

**Assistant Chief's Report:** Kermit McClellan - None

**Training Coordinator Report:** Raynor Baker - None

Commissioner Baker asked to have TC Baker keep detailed records of hours worked outside the office.

**Chiefs Report:**

**\*Additional Discussion for Chiefs Report**

No further discussion made; topics were address under Old Business.

**Public Comment:** None

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

**Chelan County Fire District 5 Board of Commissioners:**

---

Commissioner Fred Weiss

---

Commissioner Dan Baker

---

**Attest: Regenia Trusel**  
**District Secretary**



# Manson Fire Department

Chelan County Fire District 5

P.O. Box D Manson WA 98831-0438

mansonfire.org

## Chiefs Report

October 11, 2023

### Incidents

46 Calls for service in the month of September; 32 within Fire District 5 and 14 out of District. Fire responded to 10 calls within District 5.

In District 5; 1 Unauthorized burning, 1 MVA with no injuries, 1 Attempted burning-illegal, 1 Sprinkler activation-no fire, 1 No incident found on arrival, and 3 Assist EMS calls.

Out of District 5; 2 Dispatched & cancelled

EMS responded to 24 calls in District 5. 20 EMS Calls handled without Fire, 3 with assistance of Fire, and 1 MVA with no injuries.

Out of District 5; 11 EMS Calls, and 1 Dispatched & Cancelled.

September Call Times;

Fire Call Processing was at 1:21, Arrival on scene at 11:35.

EMS Call Processing was at 1:33, Arrival on scene at 11:46.

Of the 28 dispatches in District 5, 23 calls were compliant to NFPA 1221, for call processing for 82.1%.

Of the 28 responses in District 5, 22 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 78.6%.

### Personnel and Training

Training for September consisted of;

9/5 Ground ladders – 15 attended

9/11 OTEP: When patients seize and why – 7 attended

9/12 2.5" hose operations – 12 attended

9/19 3<sup>rd</sup> Quarter make-up – 14 attended

9/26 Vehicle drivers Sign-off – 16 attended

### Facilities and Equipment

Chelan County CPIF Grant for the Training Center – Paul Coppock and I had an online meeting with 4 people from Haley Aldrich in Spokane that specialize in environmental issues. John Bingham, the principal at Haley Aldrich will discuss a plan with Mary Monohan (Ecology). I told John that Mary said she had grant funding to reimburse our work, and that the funding was critical to us. We discussed several scenarios for the sitework, the primary being that Batchelor wants to start work soon and how the documentation needed to be done to satisfy Mary. Paul has tried to contact a couple surveyors to get contours, none have returned his call. It is critical to document soil elevations now, soil elevations when acceptable soil tests and where that soil was put. One of the details I asked John to look at; the new parking lot was planned as gravel, what if that was asphalt making a harder impervious surface. Would less soil need to be removed and a thinner cap placed under the asphalt? Dan and I met with Kevin Shaw to have a 90% complete review. I think the plans that Kevin has drawn are outstanding. We have received the grating for the walking surface on the upper levels. Kevin has had discussion with a welding shop, he thinks we are on target for the budget. I reached out to Grant Poole that supplied our first group of containers. I got a quote for 6 more containers at \$9000 less than expected.

Station-51 Remodel – The painting is done on the truck side and hallway. Wainscoting is being installed 10/5. Floor grinding should begin soon. The windows are expected within a week. They will removed the roll-up door around the 9<sup>th</sup> in prep for the windows. We should have a close-out by end of October.

S-52 Resident Quarters / Classroom Building – I spoke with Rep Mike Steele. I had assumed we would have to wait till 2025 session to reapply. He intends to work our proposal in the 2024 short session. As the Board awards Architect and Engineering services. We can fast track our project to construction phase.

Mechanic Services – Agreement is signed. We have been invoiced for October services.

Group Insurance – Spoke with our agent while she was here for our open house. They have the quote from VFIS, they need to break it down between the 2 districts. They are also doing the breakdown for a larger group presently. We are next on their list.

Engine-51 Replacement – I touched base with Cascade Fire, they are expecting those 2 quotes anytime. Hoping to have before the Board meeting. We need to order soon to be sure and have the truck in service before our 2027 WSRB review.

### **RiverCom**

RiverCom has received an appraisal for the property they have studied. Monday the 9<sup>th</sup> will begin negotiations with the owner. They have indicated upfront they would like to split the cost of water & sewer infrastructure extension. RiverCom is also seeking funding from the State Capital budget. They contacted Mike Steele, he asked for the meeting to be in Manson, Nov 7<sup>th</sup>.

### **Prevention**

The online meeting with FlowMSP went very well. It appears to be an easy setup. Haven't had time to provide all the info they have requested yet. This is a good app to provide pre-fire plans to all firefighters through their smart phones.

Open burning began on Oct 1<sup>st</sup>.

### **2024 Budget**

The County has provided the Assessed Valuation for the District, \$1,981,131,152. That is up nearly 26% over 2023. I need the New Construction and Levy Refund figures to finalize the revenue to complete the Levy Certificate. Chelan County Auditor's Office indicated they plan to have those on Oct 11<sup>th</sup>. I will email an updated budget with current (not final) information.

### **2024 Levy**

Due to not getting the FEMA AFG grant for the Type 3 engine. I have listed it with the other levy items. Now we have 8 Levy Goals. We are very close to have the newsletter ready for the printer. Waiting for a reply from the School District about using their bulk permit.

I will email all current levy documents. It would be nice to finalize some of them at the meeting to move forward.

### **DNR Grant and Chassis Order for Type 3 Interface Engine**

I have been working with RWC International dealer to refine a chassis that we could receive in 2024. The HV607 model, identical chassis to E-54 would have a 15-month delivery. Taking a MV607 model with the same engine, drive train, and weight rating can move up the delivery to summer of 2024. We received \$50,000 from WA DNR and must either put in an order or return the funds. I have not received an official turn-down from AFG yet, but their funds are expended. RWC salesman said he could get the pricing setup in a State Bid so we would not need to go out to bid. Trying to get a budget quote as I am writing. Hopefully to have it before the meeting.

Dept of Interior is building a grant program for slip-on units. I fill out their request for information and submitted. The program director responded as receiving my information. We can still submit next cycle to AFG for the buildout and see if the DOI program comes available.

# October 2023 CURRENT CERTIFICATION REPORT

(Completed 10/04/2023)

TITLE	IFSAC CERTS	Medical	NWCG	2023 GOAL
Firefighter 1	1			5
Firefighter 2	3			3
Hazmat Operations	12			6
Officer 1	2			2
Officer 2	2			1
Instructor 1	6			7
Instructor 2	1			0
Wildland FFT2			16	20
Wildland FFT1			4	2
Engine Boss			2	2
Tender Driver			5	
EMT		14		15
EMT Instructor/Evaluator		2		2
Fire Inspector 1	1			

Total Number of Chelan Fire District #5 Personnel = 39

Number of Interior Firefighters = 22

Number of Driver Operators = 3

Number of Medical / Support Personnel = 11

Number of Junior Firefighters = 3

Number of members on Leave = 3

## CURRENT TRAINING REPORT

### Training Review

September was our 3<sup>rd</sup> quarter make-up month for training. We were able to complete training and make-up training that was missed and a couple other topics our newer people needed. Online training modules pickup up a little and I hope we can finish the year strong with the online training.

We had good drills with good turnout averaging 14 firefighters throughout the months 4 drills. September 5<sup>th</sup>, we had ground ladder drill where we showed the Firefighter 1 skills sheets for ladders and practices the safety of operating on and around ground ladders. September 12<sup>th</sup> was 2.5 hose operations. Here we covered the positions and roles on the hose, hose strap use, communications in moving the hose, 1 firefighter loop for defensive fires, transitional attack from the 2.5 hose to a 1.75



and our pump operations. September 19<sup>th</sup> was our make-up training for the quarters missed required training. We were able to get a lot of people through training they had missed throughout the quarter. September 26<sup>th</sup>, we did driver vehicle sign-offs. This was a training to create documentation that isn't in people's file. For a variety of reasons documentation of people's driver sign-offs has been missing. We used this drill for firefighters to challenge trucks they have been signed off on to create the missing paperwork. We were able to get a lot of missing documentation created and in people's files.

### **Testing:**

Myself and Darrick Steele completed the VFIS driver instructor course September 29<sup>th</sup> and 30<sup>th</sup> in Burlington. We are now able to assist Kerm and Beau with the driver sign off process.

Aaron Richmond and Adam Rasmussen took their IFSAC Instructor 1 course September 21<sup>st</sup> and 22<sup>nd</sup> in Woodinville. They passed the skills portion of the test and are waiting to hear how they did on the written.

I am registered for a IFSAC evaluator course October 16<sup>th</sup> in Chelan. This course will allow me to assist the region in providing IFSAC testing opportunities.

I am registered for IFSAC Fire Officer 2 course November 30<sup>th</sup> and December 1<sup>st</sup> in Woodinville.

There is a wildland firefighter 1 course November 7<sup>th</sup> and 8<sup>th</sup>. The class is online and I hope we can get some members in this course.

Chelan is hosting an EMT course January 18<sup>th</sup> through April 18<sup>th</sup>. The course announcement should be available soon if not before this commissioner meeting and I hope we can get a few members in this class too.

I would also suspect that in the next couple months Hazmat and Firefighter 1 & 2 testing opportunities will be coming out in the region.

### **Online Training (Vector Solutions):**

1<sup>st</sup> Quarter right-to-know modules comprised of 5 modules assigned to 24 members.

2<sup>nd</sup> Quarter right-to-know modules comprised of 4 modules assigned to 24 members.

3<sup>rd</sup> Quarter right-to-know modules comprised of 3 modules assigned to 23 members.

4<sup>th</sup> Quarter right-to-know modules comprised of 3 modules assigned to 23 members.

"New Recruit" training comprises of 33 modules assigned to 9 members. These are broken into two categories. 1<sup>st</sup> they complete their NFPA required training and 2<sup>nd</sup> they complete their right-to-know courses. They are also given NWCG courses to complete for their wildland FF2 as well as first aid and CPR Training.

1<sup>st</sup> Quarter Right-to-know 120 modules with 87 completed for a 72% completion rate. 0% movement

2<sup>nd</sup> Quarter Right-to-know 96 modules with 65 completed for a 67% completion rate. Up 8%

3<sup>rd</sup> Quarter Right-to-know 69 modules with 32 completed for a 46% completion rate. Up 16%

New Recruit Training 297 modules with 135 complete for a 45% completion rate. Up 5%

We have a total of 582 online training modules assigned with 319 completed for a 54% completion rate. **Up 5%**

### **Training Calendar:**

Monday October 2<sup>nd</sup>: We hosted the regional Chelan / Douglas association meeting at Station 52.

Tuesday October 3<sup>rd</sup>: Quarterly SCBA and proficiency, HP CPR and annual Fit Testing

Monday October 9<sup>th</sup>: Officer Drill

Tuesday October 10<sup>th</sup>: Tender water shuttle drill (Y)

Monday October 16<sup>th</sup>: OTEP 2022 Case Review

Tuesday October 17<sup>th</sup>: Tower roof operations

Tuesday October 24<sup>th</sup>:

Tuesday October 31<sup>st</sup>: No Drill Halloween

### **Recruitment & Retention:**

September, we had 1 new member Doug Pinski join our team. Doug's son Brooks has been a member as a junior firefighter so it's great to get his father to join him.