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## Lake Wenatchee Fire & Rescue, District #9 Commissioners Meeting Minutes April 16th, 2026 10:00 AM

- I. **Board Members Present**
  - Commissioner Lamar, Commissioner Payne, Commissioner Gibbs
- II. **Pledge of Allegiance**
- III. **Call to Order**
  - Commissioner Lamar called the meeting to order at 10:05 AM.
- IV. **Attendance**
  - There were 14 people in attendance. 1 person on Zoom. 13 People in the meeting space.
- V. **Local Board of Volunteer Firefighter Meeting**
  - There were 14 people in attendance. 1 person on Zoom. 13 People in the meeting space.
- VI. **Approval of Agenda**
  - Commissioner Gibbs requested motion to approve the April 2026 Agenda
  - Commissioner Payne seconded the motion
  - Agenda approved
- VII. **Public Input: Comments will be limited to 3 minutes *There are NO requirements in the OPMA, to read out loud comments provided in writing or to publish as part of the minutes.***
  - Public Questions from Steve Allen
    1. About vehicle rescue 93 – equipment and rescue
    2. Rescue 94 – more of an SUV for carrying equipment
    3. Search & Rescue truck 91 – pick-up truck – the tow vehicle for seasonal supplies
    4. Tankers are now called Tenders (on wheels) – tankers refer to air support
    5. Chipper news – update to come later
    6. Status update on new station - LWFR will do a ground-up evaluation about the new station (including public input)
- VIII. **Correspondence**
  - No Correspondence

**IX. Consent Agenda:** Any Commissioner can ask to remove an item for separate discussion, moving it to the regular agenda. All matters listed within the Consent Agenda have been distributed to each member of Lake Wenatchee Fire & Rescue's Board of Commissioners for reading and study. They are considered to be routine and will be enacted by one motion of the Commissioners with no separate discussion. If a separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

- **Approval of Minutes**

1. Approval of Minutes from the Regular Meeting March 19, 2026
2. Approval of Minutes from the Special Meeting March 24, 2026

- **Approval of Monthly Vouchers**

1. AP March 13: [\$25,256.83]
2. March 5 Payroll benefits: [\$26,138.23]
3. March 5 Payroll: [\$65,208.34]

- **Consent**

1. Commissioner Payne requested a motion to approve the consent agenda.
2. Commissioner Gibbs seconded the motion
3. Discussion: None
4. Motion Approved

**X. Finance Reports:** Noted that there was a request for reports and didn't receive them until 12pm yesterday. There's a plan in place moving forward for efficient report filing & reporting. A more thorough updated & accurate report will be completed by next month.

- **Reimbursement**

1. Chairman Lamar stated that LWFR has not been reimbursed for the Grant on the Alert Sirens and that we need to expedite filing for reimbursement.
2. Chairman Lamar stated that LWFR has not been reimbursed for two (2) State fire mobilizations.
3. Request made to Fire Chief Foley to make these filings a priority.
4. Currently missing reimbursement reporting and collection for past incidents (from last year) with \$150 - \$175k not currently reimbursed
5. Prioritizing reimbursement for siren by May 15, 2026

**XI. Department Reports**

- **Incident Report:** Chief Foley stated 24 calls took place in March, 2026

1. Structure fire
2. Cardiac/road incident w/ clean up
3. Rendezvous w/ advance life support

- **Chief's Report**

1. Change of command ceremony, March 24, 2026
2. Started w/ new full time shop mechanic – main project is brush truck up to work optimally by May 4, 2026

3. Kraig Peiguss has been appointed Assistant Chief and is focusing on health & safety
4. Took delivery of the 2nd of 2 new trucks that are going out to stations 92 & 95, adding equipment and training to go into service next month
5. Eric Anderson identified as the Provisional Lieutenant of Stations 92 & 95
6. Winter EMT class has been completed after 160 hours of study. We had 5 attendees. 2 have taken the national test and have been certified.
7. Annual LWFR Banquet on April 15, 2026 was well attended
8. LWFR team has engaged with Metis Global Solutions team
9. Summer Crew lead coming on to spend first 2 weeks of May training and out in service by end of May
10. Chipping program (mainstay of what we do to protect community homes)
  - a) funding through DNR to contract crew
  - b) Our Summer Crew will assist on calls and help to improve our response times.
11. Haley Pobst, from administration left department after her maternity leave
12. New recruits – S130 class started last Monday, working with Districts 3 & District 6
  - a) Will also conduct an S131 (more advanced class)
13. Tour de Bloom – May 17, bike race – smaller than last year (quieter) approx 600 riders expected
14. Commissioner Lamar stated that the purpose of opening Camp 12 road is to have an alternate emergency evacuation route from the Ponderosa. Use of the reopened part of the road will be only for emergencies.

## **XII. Board Discussion**

- Commissioner Lamar added a section called Board Discussion.
  1. During this discussion he mentioned that he would like to strive to get meeting minutes out within the following timelines.
    - a) Commissioners Meeting Minutes to be posted within 24 hours of approval
    - b) Commissioners Meeting Agenda to be sent to Commissioners at least 72 hours before the next Commissioners Meeting
    - c) Commissioners Meeting Agenda to be posted to the public 48 hours prior to the scheduled meeting.

## **XIII. Old Business**

- Commissioner Lamar Recommends the following (somewhere between old & new business)
- Requests that:
  1. Agenda to be sent out to commissioners (minimum) 72 hours prior to the upcoming meeting
    - a) watermarked as a draft

2. Final agenda posted to the public, published, and made available to commissioners 48 hours prior to the meeting

- Previous month's minutes to be posted within 24 hours of Approval
- New law requires payment of late fees
  - 1. Moving to pay bills in a more timely manner (within billing terms)
- Freeze on hiring and spending
  - 1. Need to request Fire Chief & Commissioner approval ahead of spending
- Functionally merging the new mechanic between District 3 & District 6 (working here, because the shop is here—bring equipment here)
- The men's bathroom needs attention (floors, hot water tank) – public bathroom
  - 1. Current budget \$72k for station repairs
  - 2. Beautify behind the building
- Standing orders and conduct policies
  - 1. It's a resource that needs to be reviewed and posted as a resource for staff to refer to regularly
  - 2. Need to ensure it's reviewed w/ new staff as part of onboarding
- Assistant Chief position –
  - 1. Kraig Peiguss was just appointed as Assistant Chief comes w/ extensive experience
- Camp 12 road access permit update
- More conversation needs to take place - Kris King will update next Meeting (needs clarity around defining ownership & liability)
  - 1. Road work will likely be contracted out on the upkeep and opening road
- Metis Global Solutions contract for services.
  - 1. Consultants to evaluate processes & procedures
  - 2. Reviewing administrative processes as they've become more complex within the department

#### **XIV. New Business**

- Commissioner Lamar discussed the need for an Employee Evaluation System and that a draft format is out for review. The format is similar to that used by many police and fire organizations.
  - 1. Employee evaluation
    - a) Review the attached evaluation form for consistent necessary evaluations for staff
    - b) Helpful to employees & employer (will send to Commissioner Payne if he doesn't already have it)
    - c) Approved for use
- The Commissioners Handbook was discussed and then approved by the board.
  - 1. RCWs will be used as an additional guide for new Commissioners
  - 2. Request to approve for the draft of the handbook that is a living document
  - 3. Commissioner Payne sent comments and will receive a copy that integrates his comments

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4. Commissioner handbook approved
- 2nd new engine arrived, addressed in Chief's report
- XV. Executive Session:** Commissioners went into executive session at 11:00am and returned at 11:36am (RWC 52 review of personnel performance)
- XVI. Meeting Re-Adjourned:** at 11:36am
- Due to lack of attention to detail, Mike Payne made a motion to discharge the Board Secretary. Chief Foley mentioned that he would also like to discharge the District Administrator.
    1. Mike Payne amended his motion to discharge the Board Secretary and District Administrator.
    2. Commissioner Bill Gibbs seconded the motion
    3. Discussion: None
    4. Voted in favor to discharge employee
  - There was an identified need to extend Metis' contract and expand the statement of work which was discussed. Bill Gibbs suggested Chief Steve Foley extend the contract and expand the statement of work.
    1. Commissioner Gibbs made a motion to extend the contract
    2. Commissioner Payne seconded the motion
    3. Commissioner Lamar abstained to avoid a potential conflict of interest
    4. Motion passed:
      - a) For: 2
      - b) Abstained: 1
      - c) Motion passed
- XVII. Announcements:** No additional announcements.
- XVIII. Conclude:** Meeting adjourned at 11:51am

*Steve Foley*

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**Attested By: [First & Last Name]**

*[Signature]*

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**Attested By: Signature**

