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## Lake Wenatchee Fire & Rescue, District #9 Commissioners Meeting Minutes May 21, 2026, 10:00 AM

### I. Board Members Present

- Commissioner Gibbs, Commissioner Lamar, Commissioner Payne

### II. Pledge of Allegiance

### III. Call to Order

- Commissioner Lamar called the meeting to order at 10:00am PDT

### IV. Attendance

- There were 26 people in attendance. [1] person on Zoom and 25 in the meeting space
- Members present:
  - Chief Foley
  - Deb Wadkins – BVFF Association
  - Commissioner Gibbs
  - Commissioner Lamar
  - Commissioner Payne on Zoom

### V. Local Board of Volunteer Firefighter Meeting

- There were [26] people in attendance. [1] person on Zoom. [25] People in the meeting space.
  - **TOPIC:** New Recruits
    - Brixey, Chris
    - Morris, Andrew
    - Bellerose, Derik
  - **TOPIC:** Departures
    - Buck, Kaitlyn
    - Desalvo, Max
  - **TOPIC:** Leave of Absence (LOA) for Summer Crew
    - Wiggins, Runnel
    - Stauffer, Finnley
    - Buchanana, Aiden
  - **TOPIC:** Expenditure Review
    - Swedish Health: \$928.00
      - Commissioner Lamar moves for payment of bill
      - Deb Wadkins authorizes payment of bill

### VI. Approval of Agenda

- **Motion:** Commissioner Lamar requested motion to approve the May 21, 2026 10:00 AM Agenda
- **Second:** Commissioner Payne seconded the motion
- **Discussion:** None
- **Determination:** Motion PASSED

**VII. Public Comment:** 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 Comment – Mike Pirotto
  - Comment: attended last night’s meeting, it was noted by community that 10am meetings on weekdays are difficult for community to attend –
  - Proposed solutions: adding zoom and/or evening meeting option
  - Recommendation for board to move from 3 to 5 commissioners
    - Issue with 3, is it’s a violation for 2 or more commissioners get together to discuss business,
    - Benefits of more commissioners:
      - Offers more opportunities for fewer commissioners to discuss without violation
      - Share the burden of work and decision making
      - More diversity in viewpoints
      - Commissioner Lamar says they’ll address 5-person board recommendation and (there’s a cost and process to adjust board, and by having multiple issues on the ballot, the cost decreases)
- Note about agenda topic – all spending must be approved by chief and board before spending—it’s advised that commissioners are more flexible
  - In response – Commissioner Lamar advises that Chief Foley has flexibility and the ability to approve emergent needs to be paid by credit card
- Public Question – Jimi Wilson
  - Who is board secretary in interim?
  - In response – Commissioner Lamar advises that there is no one in the interim, and a call is put out for help with admin
- How can community connect with the department with office closure?
  - Commissioner Lamar acknowledges
    - There’s a need for clarity for office access for current volunteers
    - The office is closed while administrative items are being sorted and a schedule will be provided to the community and LWFR staff.

**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.

- **Minutes**

- Approval of Minutes from the Regular Meeting Apr 16, 2026 10:00 AM
- Approval of Minutes from the Special Meeting May 20, 2026 6:30 PM
  - Minutes from the Special Meeting on May 20, 2026 are in review and will be approved at the next Commissioners' Meeting.

- **Monthly Vouchers**

- Payroll - April 30, 2026: \$85,286.27
- Payroll Benefits - April 30, 2026: To be finalized
- AP Batch - May 22, 2026: \$336,125.51
- AP May 29, 2026: To be finalized
- AP Jun 5, 2026: To be finalized

- **Consent**

- **Motion:** Commissioner Payne requested motion to approve the May 21, 2026 Consent Agenda
- **Second:** Commissioner Gibbs seconded the motion
- **Discussion:** None
- **Determination:** Motion PASSED

## **X. Finance Reports:**

- **Reimbursement:** Update provided by Chief Foley
  - Approx \$250,000.00 in reimbursements are not yet resolved
  - Chipping/summer crew, money comes in and goes out at same time (the work has to be done for reimbursement)
  - Last night's meeting discussed Eden reporting and the ability to extract information and update/adjust

## **XI. Department Reports**

- **Incident Report:** Chief Foley stated 20 calls took place in April 2026
  - 1 Fire call
  - 1 Hazardous Situation
  - 11 medical calls
    - Cold exposure – still cold nights
  - 2 public service calls
  - 5 non-emergencies (false alarms)
  - Many crashes at Tour de Bloom this year (will be noted in May numbers)
    - Bike crashes with transports and other bike crashes
- **Chief's Report:**

- Tour de bloom
- Safety Day – summer safety public outreach program
- Live burn as part of wildfire training (last Sat burn day- exercise people skills & gear)
- Wildfire mitigation sign-ups are online
- Chipping sign-ups open
- Summer fuels grant – 6 people are training (couple acres a day)
- Funding for PPE
- Water cistern project: (3) 24k gallons, pre-staged water containers
- Time frame - currently procurement, permitting and site confirmations, placement, later in summer 2026 – starting now, hopefully in time to help w/ part of this season
- Awarded a grant for 3 new sirens: one at station 91, and 2 placed at other locations, based on feedback north/south shore of lake – homes by fish lake? Analysis continues; it's an extended project (approx. 3 years)
- Reimbursements from last season, currently being processed
  - Working on D&R, the biggest
  - Mike Pirotto has worked hard to chase down missing paperwork
- Community outreach team:
  - Mike and Bridget are swapping places
- Thank you to community and Metis coming out the meeting last night

## **XII. Board Discussion:**

- Commissioner Payne opens discussion on Camp 12 road issue
  - What's the long-term role of LWFR?
  - The county is responsible to keeping the road open
  - Contractually, LWFR is not doing anything while the county is sorting it out
  - The concern is, if it's not defined, LWFR is not capable of keeping the road open
  - The road be grated at start of fire season (twice—in prep for fire season)
  - No time estimate from county on completion
- Commissioner Lamar talks about the probationary period for new firefighters (currently 6 months):
  - When they finish the task book, are they ready to be firefighters?
  - It's traditionally about a year before approval, and it's recommended to be a 1-year probationary period to ensure full training, ample time in the field, and ability to assess commitment
  - It's currently set for 6 months--before they get to go out in the field and given a radio
  - Commissioner Payne agrees it should be at least a year, getting through 2 seasons to see if they're interested in meeting general requirements (there's a lack of participation, and it would be helpful to have more time in the field to demonstrate commitment)

- It has been, when someone was signed up, they were auto signed up for benefits/incentives within 6 months, and CL notes it should be after a longer time of commitment
- This is something that will need more internal discussion through Chief Foley
- Commissioner Lamar brings up travel and training.
  - People want to train—if district requires training, district should pay hourly wage for the time spent training
  - In the past, volunteers had options – volunteer, and/or collect points
  - Past options offered worked well and the current policy needs to be addressed
  - If the class/training is unrelated to the staff's role, payment is grey area

### **XIII.Old Business:**

- **TOPIC:** Zoom meeting
  - Noted that zoom meetings are effective, and recommendation to reach out to departments that are successfully integrating zoom meeting options for public engagement
  - Request to record meetings for public consumption – it's noted that other boards record their meetings
- **TOPIC:** Revenue and Expenditures
  - Need to get into a better payment cadence
  - AP Batches and payroll
  - Freeze on hiring and spending until department has clear and accurate understanding of the accounting portion of the budget (Chief Foley has authority to approve emergency and necessary purchases)
  - Still need to provide a purchase request – even for emergency/urgent purchases
  - Station repairs - Priority is the conference room restroom
  - Standing order and issues – when someone joins, providing new staff insight into orders and expectations, to see if they want to progress
  - Eden account can accept timely purchase & payment information and produce accurate reporting live (outside of what had been communicated in the past)
- **TOPIC:** Agenda to be sent out to commissioners (minimum) 72 hours prior to the upcoming meeting
  - **UPDATE:** New process implemented ahead of May 21, 2026 10:00 AM Commissioners Meeting.
- **TOPIC:** Final Agenda to be posted to the public, published, and made available to Commissioners 48 hours prior to the meeting.
  - **UPDATE:** New process implemented ahead of May 21, 2026 10:00 AM Commissioners Meeting.

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- **TOPIC:** Previous month's minutes to be posted within 24-hours of Approval. Previous month's minutes will receive Approval at the next Regular Commissioners Meeting.
  - **TOPIC:** Payment of late fees
    - **UPDATE:** LWFR has confirmed that late fees do not apply on primary LWFR credit cards. Cashmere Valley Bank doesn't charge interest fees for credit card bill payments – noted to pay onetime to keep from taking on interest or late fees.
    - **UPDATE:** Bill payment to move to a weekly cadence and to align with the Commissioners Meeting.<sup>1</sup>
  - **TOPIC:** Freeze on hiring and spending
    - **UPDATE:** This includes: All spending is still on hold. This hold includes but is not limited to: Over Allocated Time, Over Time and any non-essential spending. All spending must be approved by the Fire Chief and Commissioner ahead of spending.
  - **TOPIC:** Functionally merging the new mechanic between District 3 & District 6
    - **UPDATE:** Chief Foley has not heard back from District 6. District 3 is working through internal changes and will be in touch.
  - **TOPIC:** Station Repairs
    - **UPDATE:** Inspection and budgeting of all Stations (priority, Station 91) has begun. Follow up to be provided.
  - **TOPIC:** Standing orders and conduct policies
    - **UPDATE:** Has been introduced as part of New Onboarding Packet for All Staff & Volunteers
  - **TOPIC:** Assistant Chief
    - **UPDATE:** Kraig Peiguss to provide update
  - **TOPIC:** Camp 12 road access permit update
    - **UPDATE:** Kris King to provide update
      - Clarity about defining ownership and liability
      - Road work contract update (upkeep and opening the road)
  - **TOPIC:** Metis Global Solutions
    - **UPDATE:** Metis to provide update
      - Call for volunteers: Administration – have a list of need and an open sign-up sheet
  - **TOPIC:** 2nd New Engine
    - **UPDATE:** 2nd new truck set up for structure as protection – implementing training program for people to operate and use them safely

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

- **ADDITION - TOPIC:** Wildland PPE Surplus
  - **UPDATE:**
    - There's old PPE, looking for another department to donate surplus

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<sup>1</sup> Admin Recommendation: Commissioners Meeting to change to 2nd Wednesday or 2nd Thursday. This will allow for budgetary information to be reviewed and approved PRIOR to payment processing.

- Not an official resolution, because the final inventory list is not available
- Don't anticipate an issue with donating the items
- Commissioner Lamar notes it's valuable to understand the needs of the people receiving the PPE, and shares an example where equipment donated to a team wasn't appropriate or very helpful

**XV.Executive Session:** Commissioners went into executive session at 10:50 AM on May 21, 2026 and returned at 11:15 AM on May 21, 2026 (RWC 42.30.110 subsection 1 (iii) "potential risks with legal/financial implications to district from actions taken).

**XVI.Meeting Re-Convened:**

- What was discussed
  - A previous volunteer had written a handbook and did not seek authorized approval
  - Commissioner Payne: policies in employee handbook needs to be rewritten to bring them back to compliance
  - The employee handbook needs to be reviewed, rewritten and approved by the board
    - Commissioner Payne recently worked to make changes in the policy manual and the board has approved, but it wasn't published and distributed (memorialized)
    - **Motion:** Commissioner Gibbs requested motion to approve the Lake Wenatchee Fire & Rescue, District #9 2026 policy manual (148 pages)
    - **Second:** Commissioner Payne seconded the motion
    - **Discussion:**
      - **Vote:** In Favor
        - Count For: 3
        - Count Against: 0
        - Abstained: 0
        - Motion: Passed
  - Annual remittance for deposits
    - An agent that acts on LWFR for claims –
    - Assistant Chief Peiguss – is appointed to the role
  - County requires signatures annually for the 3 forms, and board is to sign today while together

**XVII.Announcements:** None

**XVIII.Conclude:** Meeting adjourned at 11:20 AM on May 21, 2026 meeting officially closes – board stays to sign county required documents (and Commissioner Payne will sign later)