



Board of Commissioners Meeting Minutes

July 14, 2025

Chairman Steve Fox called the meeting of the Board of Commissioners to order at 7:00 p.m. at 32905 Cascade View Dr. Station 51 and via Zoom video conferencing. Commissioner Fox, Commissioner Chase, Chief Johnson, and District Secretary, Cathy Barth, were present. Members of staff and the public were in attendance.

Additions to Agenda –

Commissioner Fox asked that the June 9, 2025, Board Minutes be pulled from the Consent Agenda.

Commissioner Chase asked to add a comment under informational.

Commissioner Fox added a comment about the training facility at North County to informational.

Public/Staff Comments – No comments.

Consent Agenda -

Approval of Special Meeting Minutes June 23, 2025

Approval of Minutes for June 23, 2025

Approval of Payroll July 2025 = \$236,758.27

Approval of Expense Fund Vouchers #250701001-#250701050 June 2025 = \$235,973.96

A motion to approve the consent agenda as presented was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

Item pulled: Minutes of June 9th, 2025

A motion to approve the minutes of June 9, 2025, as amended was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

Chief's Report – See attached.

Commissioner Chase thanked Chief Johnson for the installation of the fire danger signs.

Old Business –

PO# 2025-3489 Revised- A motion to approve the revision of **PO# 2025-3489 for Tank Replacement for T-51** was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

Open Issues/Actions – No new issues were added.

New Business –

The Commissioners discussed the flyer for the vacant Commissioner post. Commissioner Chase asked that the District be highlighted on the map.

A motion to approve the draft of the flyer and map as amended was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

Discussed was the flyer posting locations and the application review process.



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New Business – *continued*

Employment Agreement-Chynoweth, Kendra-

Chief Johnson presented the Commissioners with a revised version of the contract for District Secretary Kendra Chynoweth. Discussion was held regarding the agreement. A motion to approve the employment agreement as presented was made by Commissioner Chase, seconded by Commissioner Fox, and passed unanimously.

Informational –

Commissioner Chase reported that she is receiving USDA fire preparedness emails. Recently they have been discussing the opening up of National Forest lands to clear out dangerous timber fuels and the selling of timber on those lands.

Commissioner Fox spoke about a recent visit to the North County Fire Training Center.

Commissioner Comments –

Commissioner Fox thanked the crews for their participation at Shindig. You are the face of our department. Public interaction is important. He also expressed his thanks to the crews for the responses to the considerable number of calls we have had recently.

Adjourn - Being no further business, a motion to adjourn was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

The meeting adjourned at 7:46 p.m.



Cathy Barth
District Secretary

Chiefs Report to the Board of Commissioners

July 14th, 2025

Personnel

- Firefighter/Paramedic Jon Montgomery started on July 1, and has completed his onboarding with the MPD and is working shift.
- Kendra Chynoweth started today, as the District Secretary and Cathy has implemented the onboarding plan.

4th and Shindig

- The 4th of July and Shindig staffing plans were valuable, responding to 19 incidents between the 4th and 5th, and having a dedicated BLS unit downtown during Shindig.
- No major incidents reported in District, but our crews did respond to a fatality MCV in SCFD26's area.
- Countywide, Sno911 was receiving 400 calls per hour at the peak for 4th of July, with a total of 2,406 emergency calls. This year, they utilized AI to handle 760 non-emergent calls, freeing up dispatchers to handle emergent calls.

Apparatus

- Tender 51 is back in service. Crews have trained with it, and we have returned T55 to SVFR.
- DC52 (F250) developed a high-pitched whistle in the light bar. Multiple attempts to repair were made, and parts have been ordered.
- DC51's command vehicle is on the ground in Portland, and we are waiting on the dealer installed items (front bumper and bedliner) to be performed before it is delivered to the District for final upfitting.
- E52 is back at the shop with a low power complaint. The techs report that there is a problem in the engine management system and the parts are not available. They are working with Cummins to find a suitable replacement system that can be retro-fitted. Chief Spence and I have had discussion about the repair and are trying to get ballpark repair costs prior to committing to repairing the unit. The new Type 1 engine will not be here until late '26, or early '27, so we are looking at all short term solutions prior to committing to repair.

Mobilization

- Brush 51 responded to the Apple Acres fire on Hwy 97, between Chelan and Pateros, for a six day deployment. The crew of 3 returned safely on the 7th and admin will work on billing for the incident, but it looks like the truck earned approximately \$8,500.

Chiefs Report to the Board of Commissioners

July 14th, 2025

- Many Snohomish County resources are assigned to incidents across the state, and there is significant potential for large fires in the North Central and Central regions of the state. All District resources are available for assignment.

March Bags

- Firefighter/Paramedic Pitzen applied for, and received a \$1,437 grant from the Medic One foundation for the purchase and implementation of MARCH bags for mass trauma incidents. The grant covered 75% of the purchase price, and Firefighter Pitzen would love to show the equipment off.

Respectfully submitted,

Seth Johnson

Chief, Snohomish County Fire District 5