



Board of Commissioners Meeting Minutes

January 12, 2026

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, and Commissioner Copple were present. Chief Johnson, Deputy Chief Duros, Deputy Chief Spence, District Secretary Cathy Barth, and Kendra Chynoweth were present. Members of staff and Mayor Russel Wiita were in attendance.

Appointment of the Board Chairperson and Vice Chairperson

A motion was made by Commissioner Chase to nominate Commissioner Fox as Chairperson for 2026, Commissioner Copple seconded the motion and the motion passed unanimously. A motion was made by Commissioner Fox to nominate Commissioner Chase as Vice Chair for 2026, Commissioner Copple seconded the motion and the motion passed unanimously.

PRESENTATION

Public/Staff Comments – none

Sultan Citizen Academy – Mayor Russel Wiita came to discuss the new City of Sultan Citizen Academy. This eight-week program will teach the community what local government does, how it works, and help the community become more informed. Hopefully in turn citizens will become more involved community members. At the end of the eight-week academy which begins March 4, 2026, there will be a multi-department graduation ceremony. More information can be found about the program online here: <https://www.sultanwa.gov/430/Citizens-Academy>

Consent Agenda -

Approval of Minutes/Chief's Report of December 8, 2025

Approval of Minutes/Chief's Report of December 22, 2025

Approval of Payroll January 2026 = \$293,768.33

Approval of Expense Fund Vouchers #260101001 - #260101052 January 2026 = \$162,137.59

Approval of Capital Project Fund Vouchers #260102001 January 2026 = \$3,796.26

Approval of Agency Benefits December 2025 \$57,935.25

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

Chief's Report – See attached.

Deputy Chief's Report – See attached.

Old Business –

Open Issues / Actions

A discussion was held regarding moving the Mitigation Fees – Growth Planning to closed issues. The Commissioners consensus was that the Mitigation Fees – Growth Planning were moved into the Strategic Five-Year Plan. A motion was made by Commissioner Fox, to move the Mitigation Fees – Growth Planning to Closed Issues, seconded by Commissioner Chase and passed unanimously.



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New Business –

Resolution 2026-01 – Resolution Appointing a District Secretary

A motion to approve **Resolution 2026-01** Appointing a District Secretary was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

Memorandum of Understanding (MOU) between Snohomish County Fire District 5 and IAFF Local 2781.

A motion to approve the MOU between Snohomish County Fire District 5 and IAFF Local 2781 as presented was made by Commissioner Chase, seconded by Commissioner Fox and passed unanimously.

Executive Session-

A motion to recess to Executive Session until 8:00 p.m. per RCW 42.30.110 (g) for the purpose of evaluating an employee was made by Commissioner Fox, seconded by Commissioner Copple, and passed unanimously at 7:45 p.m. Commissioners Fox, Chase, Copple and Chief Johnson were present.

At 8:00 p.m. Commissioner Fox told those in attendance that the meeting would need to be extended for an additional 10 minutes. A motion to extend the Executive Session was made by Commissioner Chase, seconded by Commissioner Copple, and passed unanimously. The Executive Session resumed at 8:00 p.m.

The Executive Session adjourned at 8:10 p.m. No actions were taken. Meeting resumed at 8:10 p.m.

Commissioner Comments –

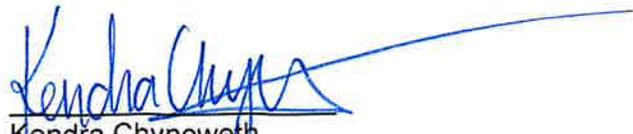
Commissioner Fox wishes this year to be as successful as last year.

Commissioner Chase stated she is looking forward to the City of Sultan Citizens Academy and the final joint meeting.

Commissioner Copple wants to remind everyone that the Community Awards are coming up and to get your recommendations in no later than February 12, 2026.

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 8:15 p.m.


Kendra Chynoweth
District Secretary Pro Tem

Chiefs Report to the Board of Commissioners

January 12th, 2025

BH Core Grant

- District staff met with UW BH Core staff on Saturday to discuss how best to meet the funded intent within the grant parameters. We will have a body of work for the Board to review at the next meeting, and the first set of grant benchmarks are due by Feb 1st. This includes attending a meeting and receiving operational plan and budget approval by the grantor.

Labor/Management

- Admin staff is now working with a new group of labor leadership in our regularly scheduled labor/management committee meetings. Fire/Medic Olson and Firefighter Zuanich are the new Vice President and Shop Steward, respectively, and we look at building upon the positive labor relationships that we had with Lieutenant Gwilt and Fire/Medic Blankenship.

Station 87

- I attended the grand opening of the new fire station in Granite Falls. Fire Station 87, located on Gun Club Road, was officially revealed to the public and that agency has a facility which will suit their needs for quite some time.

Legislative Day

- The WFC and WFCA are hosting a joint legislative day in Olympia on January 29th. This is an open event, but it requires pre-registration so please let me know if you are interested in attending.

Annual Fire Commissioner Banquet

- Saturday, January 24th at 6pm will be the annual Sno-Isle Fire Commissioners Association Banquet. I have the registration form if you are interested in attending.

Misc

- The Snohomish County Firefighters Health and Wellness Trust meetings have concluded. The last educational meeting was positive, and we are re-convening in February to give a few agencies enough time to ensure their interest in moving forward. Agencies that already have these types of self-insurance programs must receive approval from their oversight boards.
- All sub-grade electrical has been inspected and concrete will be ordered for this Thursday, poured by District Staff.
- Fulcher and I have been working on getting the Model T up and running. Parts are being ordered for that machine and once they arrive we will begin work to get it in parade shape. The '37 Howe needs radiator repair, and both units will be worked on in the coming months with in-house personnel.
- Staff has been doing a great job on identifying areas we can make the station more livable, such as painting dorm rooms, adding decoration, and installing display cases to showcase some of our historical items currently housed at the historical society.

Respectfully submitted,

Seth Johnson
Chief, Snohomish County Fire District 5



SNOHOMISH COUNTY FIRE DISTRICT 5

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DC52 Report of Activity 1-12-26

Date	Activity
1/12/26	99% of personnel have completed all their 2025 OTEP (ongoing training and education program) requirements meaning that the entire department will rapidly be compliant to move into 2026 recertification courses/metrics
1/24/26	AEMT students will undergo their final practical evaluations/testing. They will complete their written (online) final exam by 1/30 and then be eligible to sit to test for AEMT National Registry (NREMT) Certification

Upcoming Items:

Date	Activity



Snohomish County Fire District #5

Operations Chief Report 1/12/26

1. Staffing:

- a. We will be initiating interviews starting Feb for additional Part Time members

2. Logistics

- a. Facilities
 - i. We got the final plan back for location and have a company coming out to give us an estimate for install tomorrow.
 - ii. We are pouring concrete for Smokey on Thursday
- b. IT

The fiber for internet was installed today. We continue to plan for Feb for it to be operational.

3. Operations

- a. Response Lists
 - i. We are analyzing our current response lists for efficiencies and better coverage with neighboring resources