



KITTITAS COUNTY FIRE DISTRICT 7

Board of Fire Commissioners

Meeting Minutes

August 14, 2025

CALL TO ORDER: The meeting was called to order at 1800 hours at Station 72; John Keffer led the Pledge of Allegiance.

PRESENT: Commissioner Chair Jeff Myers and Commissioner Vice Chair Justin Zipperer attended, Commissioner Robert Cernick had an excused absence; Chief Aaron Lowe, District Secretary Micallef, Firefighters Koreski and Firefighter Wesson and two members of the public.

ADOPTION OF AGENDA: Additions were proposed, to include Adding Meeting Minutes Format and Content, adding Implementation Plan for 2026 Levy Lift, 2026 Budget Process/Workshop Date, and Job Descriptions/Updates.

Commissioner Zipperer motioned to approve the agenda with additions, and Commissioner Chair Myers seconded the motion. The Board voted 2-0 to approve the agenda as modified.

PUBLIC COMMENT: No public comment.

APPROVAL OF MINUTES: The July meeting minutes were presented for approval. Commissioner Zipperer made a motion to approve the minutes, and Commissioner Chair Myers seconded. The Board voted 2-0 to approve and sign the meeting minutes.

Commissioner Chair Myers also instructed the District Secretary to use the new meeting minutes format and encouraged more detail to memorialize discussions and decisions, which is a deviation from past practice.

CORRESPONDENCE: The District received a Facebook message as a thank-you for the medical response.

FINANCIAL REPORT: The Financial Report was provided to the Board; the total monthly expenditure was \$489,930.68. There were no questions from the Board, as this report had been emailed in advance for Commissioner review.

Commissioner Zipperer made a motion to approve, and Commissioner Chair Myers seconded. The Board voted 2-0 to approve and sign the expense and payroll registers as presented.

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CHIEF'S REPORT: A copy of the Chiefs' performance goals for the year was presented by Commissioner Chair Myers and he requested they be reviewed and updated at each meeting.

- July Call Statistics – Calls and types were presented
- Significant Calls –
 - Red Bridge Road fires
 - Charter Road fires
 - Thorp Mass Casualty Incident (MCI)
 - Small roadside spot fire off I-90 MP 72 & 76
 - Motor Vehicle Crash (truck vs elk)
- Significant Events –
 - Life Support Auction
 - Fire Station 76 Open House
 - Easton Fire Commissioner Meeting
 - Pioneer Days Parade Debrief
 - Kittitas County Chiefs' Meeting
 - Fish Hatchery Salmon Bake
 - Meeting with KITTCOM
 - Ongoing coverage issues with Radios, trying to narrow down and rule out the issue on our end. Commissioner Chair Myers expressed concern with a recent meeting with KITTCOM radio staffers and will expect follow-up between Chief Lowe and Director Elliot.
 - DNR Meeting with Russ Long, George Geissler, work on CWPP
 - Officer's meeting
 - Recruit Academy Graduation
 - KCFD7 Flyer mailer distributed
 - Suncadia HOA Picnic
 - Administrative Assistant Interviews
 - Rotary Golf Tournament
 - Fire Station 76 Sprinkler Installation
 - CEPD National Night Out
 - Volunteer Firefighter Association Meeting
 - Volunteer Handbook
 - Course provided regarding Crew Time Reports and Emergency Equipment Shift Tickets

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- Kittitas County GIS is completing the rezoning of District Dispatch Zones
- Labor/ Management Meeting

Training Summary: A summary of volunteer and career firefighter training was provided.

Fleet Summary: The fourth pending brush truck is almost finished; it is at a vendor for final items. The three pick-ups (battalion/CRR) have been ordered and will be upfitted after they are delivered. The two new type-1 fire engines are expected for September delivery.

The pump repairs to E771 could be very expensive; Discussion regarding investing in an expensive repair on an old fire engine versus the fact it is the only apparatus that will fit in the Liberty Town Hall station. Chief Lowe will explore the actual costs for the repair and balance it with staffing a fire engine at Station 77.

Facilities Summary: The report was provided to the Board.

COMMISSIONER'S REPORT: Commissioner Chair Myers and Chief Lowe attended the Life Support auction, Liberty Parade, Cle Elum Parade, Craven Memorial, Station 73 floodplain meeting (discussing alternative sites), and Open House at Station 76.

Chief Lowe shared his first performance evaluation to the entire District and thanked members for their input. Commissioner Myers clarified that this first evaluation was intentionally extensive, to include reviewing the criteria used to hire the chief in the first place, and future evaluations will likely be shorter.

UNFINISHED BUSINESS:

Training Tower Update: Chief Lowe shared accolades for all who have worked on this project; it has taken a lot of hours and hard work. Due to power requirements for the burn-prop, a generator for the training tower may be needed and will be selected on bid. The training tower company will be on site and start actual construction once the concrete footings and flatwork are completed.

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Office Move: The Cle Elum-Roslyn School District has some office space coming available which could serve the immediate needs of the District as Station 76 changes over to a staffed station. District staff have toured the space, and it appears to be the best current option available. There will be additional discussion between the Districts regarding office lease terms; the Commissioners indicated they are supportive of this option.

Interlocal Agreement for Automatic Aid with City of Cle Elum: Chief Mills has stated that Cle Elum is interested in this agreement but wants to add emergency use of city water to the agreement. In discussion with Chief Lowe, the Commissioners believe the use of water should be in a separate agreement as it has nothing to do with automatic aid.

NEW BUSINESS:

Interlocal Agreement for Auto Aid with City of South Cle Elum: Commissioner Zipperer motioned to approve and sign the agreement, Commissioner Chair Myers seconded the motion, the Board voted 2-0 to approve the agreement and sign.

Policy #20X, Acceptance of Donations or Bequest Policy: A few changes to grammar made, and an additional section to make sure donations follow Public Disclosure Commission guidelines. Policy draft was accepted by the Commissioners.

Policy #102, Policy Manual: A few changes were requested, mostly grammatical changes. To avoid specific references in policies which may later need to be updated, change the last page from training captain to fire chief or designee. In 102.7, change "fire prevention office" to Community Risk Reduction. Policy draft was accepted by the Commissioners.

Discussion regarding creating a separate list for the proposed policies that require union approval versus those which do not involve working conditions. Chief Lowe will inquire if the union representatives are agreeable to streamlining the process.

IAFF MOU Regarding Voluntary Reduction in Rank: Commissioners would like to change the blank effective date to read the agreement will be effective at the time of reassignment by the fire chief. Commissioner Zipperer motioned to approve the

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