

**YAKIMA COUNTY FIRE DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING / BUDGET HEARING  
November 23<sup>rd</sup>, 2020**

The meeting convened at 3:35 pm at East Valley Fire Station 40. Those present via Zoom were Commissioner David Ramynke, Commissioner Ben St. Mary, Commissioner Les Riel, Captain Trevor Lenseigne, Lieutenant CJ Erickson, and Lieutenant Sean McDonald. Those present at Station 40 were Chief Dale Hille, Captain Ryan Evers, Captain Andy Babcock, Lieutenant Nick Henle, Firefighter Parker Andrienas, Firefighter Chris Robillard, Volunteer Steven Feeney, and Admin Director Jenifer Huitt.

Chairman Ramynke called the meeting to order.

**APPROVAL OF AGENDA**

The agenda was approved as circulated and the meeting continued.

**LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON THE AGENDA** – Public comment for items that are on the agenda are allowed as the item comes up for discussion during the meeting. Please stand and be recognized by the Chair and limit your comments to 3 minutes.

Chairman Ramynke noted no public was in attendance and continued the meeting.

**REVIEW & FINALIZE 2021 PRELIMINARY BUDGET**

AD Huitt stated the only outstanding quote is the annual insurance. It has been adjusted for the maximum 4% increase, adjusted the difference on the Capital Projects line, and it is balanced at \$2,850,000. Commissioner Riel and Chairman Ramynke are ready to move forward with the 2021 Budget. At 3:37 pm Chairman Ramynke recessed the regular meeting.

**Limited Open Public Input to Commissioners – FIRE Budget 5 Minutes**

At 3:37 pm Chairman Ramynke opened the public hearing regarding the 2021 FIRE Budget

There was no public comment regarding the FIRE Budget

At 3:43 pm Chairman Ramynke closed the public hearing regarding the 2021 FIRE Budget

**Limited Open Public Input to Commissioners – EMS Budget 5 Minutes**

At 3:43 pm Chairman Ramynke opened the public hearing regarding the 2021 EMS Budget

There was no public comment regarding the EMS Budget

At 3:48 pm Chairman Ramynke closed the public hearing regarding the 2021 FIRE Budget

At 3:48 pm Chairman Ramynke reconvened the regular meeting.

**CONSENT AGENDA** – Items listed below are considered routine by the Board and will be enacted by one motion without discussion. A board member may request to remove an item from the Consent Agenda and, if approved, it will be placed on the regular agenda for discussion and consideration.

- a. SECRETARY'S REPORT - None
- b. APPROVAL OF PREVIOUS MINUTES – None
- c. CLAIMS REQUESTS FOR APPROVAL
  - Claims Requests Fire \$ 23,689.64
  - Claims Requests EMS \$ 810.28
  - Total Claims \$ 24,499.92**
- d. CORRESPONDENCE
  - Legal Notice Confirmation ran on 11/15/2020 for Budget Hearing on 11/23/2020
- e. CHIEF'S REPORT – None

Commissioner Riel made a motion to approve the consent agenda items a-e as submitted.

Seconded and carried.

**EXECUTIVE SESSION** – RCW 42.30.110 (1) (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Chairman Ramynke announced at 3:50 pm that Chief Hille and the board would go into Executive Session until 4:10 pm. AD Huitt announced at 4:10 pm that it would be extended to

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4:15 pm. The meeting reconvened at 4:15 pm. Chairman Ramynke stated FC Hille will announce the outcome in unfinished business.

**UNFINISHED BUSINESS**

**a. Admin Assistant & Firefighter Positions Update**

FC Hille recommends Chet Canfield, Nehemiah Palacios, Jedadiah Belcher and Tim Milbert be offered Volunteer positions; Kaydee Hogan be offered the Admin Assistant position; the top pick be offered a Career Firefighter position; backgrounds and other contingencies must be completed with all the positions and the board agreed.

**b. Received FEMA Grant \$91,968.18 on 11/12/2020 for the SCBA's**

The board would like the funds placed in the Capital Projects reserve fund since it has been depleted and AD Huitt will write a resolution for the transfer. FC Hille will close the grant paperwork out when the time comes.

**c. MOU between YCFD4 & IAFF Local 469/EVFD Employees regarding normally scheduled shifts, overtime, and minimum call back compensation as well as standard day shift work hours.**

The local and union representatives have agreed to the MOU and it is ready for the boards signatures.

**NEW BUSINESS**

**a. Review WFCA 2021 Employer Application for Health Care Program**

AD Huitt stated it is written up the same as last year with full-time positions  $\geq$  30 hours. There was an increase in cost for the plus plan, but everything else remains the same.

**b. Resolution 2020-09 Authorizing an Annual Refund Levy of \$3,248.00**

Commissioner Riel made a motion to adopt Resolution 2020-09 Authorizing an Annual Refund Levy of \$3,248.00. Seconded and carried.

**c. Resolution 2020-10 Substantial Need Increasing the 2021 Property Taxes Levy above the Limit Factor and up to 105%**

Vice-Chairman St. Mary made a motion to adopt Resolution 2020-10 Substantial Need Increasing the 2021 Property Taxes Levy above the Limit Factor and up to 105%. Seconded and carried.

**d. Resolution 2020-11 Levying the 2021 Ad Valorem Property Taxes and Excess Levy Taxes**

Commissioner Riel made a motion to adopt Resolution 2020-11 Levying the 2021 Ad Valorem Property Taxes and Excess Levy Taxes. Seconded and carried.

**e. Resolution 2020-12 Appointing a District Secretary, Finance, and Investment Officer for 2021**

Vice-Chairman St. Mary made a motion to adopt Resolution 2020-12 Appointing a District Secretary, Finance, and Investment Officer for 2021. Seconded and carried.

**f. Resolution 2020-13 Appointing an Auditing Officer and Alternates for 2021**

Commissioner Riel made a motion to adopt Resolution 2020-13 Appointing an Auditing Officer and Alternates for 2021. Seconded and carried.

**g. Resolution 2020-14 Authorizing the Investment of Monies in a Local Government Investment Pool for 2021**

Vice-Chairman St. Mary made a motion to adopt Resolution 2020-14 Authorizing the Investment of Monies in a Local Government Investment Pool for 2021. Seconded and carried.

**h. Resolution 2020-15 Authorizing an Interlocal Agreement with WFCA Health Care Program for 2021**

Commissioner Riel made a motion to adopt Resolution 2020-15 Authorizing an Interlocal Agreement with WFCA Health Care Program for 2021. Seconded and carried.

**i. Adopt 2021 FIRE Budget**

Vice-Chairman St. Mary made a motion to adopt the 2021 FIRE Budget for \$2,850,000. Seconded and carried.

**j. Adopt 2021 EMS Budget**

Commissioner Riel made a motion to adopt the 2021 EMS Budget for \$277,959. Seconded and carried.

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**COMMISSIONER'S REPORT**

Commissioner Riel reminded everyone of the WFCOA Education Committee meeting on December 9, 2020 at 7 pm. They will be setting the curriculum for the Spring Seminars.

**ANNOUNCEMENTS** - None

**GENERAL DISCUSSION – Limited between the Board and Staff only – NO PUBLIC INPUT**

- FC Hille stated the Policy & Procedure update has started and 3-4 will be presented at each commissioner meeting.
- Policy 1645 has been drafted and will be sent out to the commissioners, captains, and 2-3 volunteers. These changes follow attorney guidance and BVFF guidance on volunteer reimbursement.
- There have been no changes with the Dispatch/Radio system. The chiefs are talking about possibly going to the Lower Valley Dispatch system. FC Hille is still looking into the operational logistics for 2<sup>nd</sup> alarms. SunComm fees are very high per call.

**SIGNING OF DISTRICT DOCUMENTS**

The documents were presented to the Board for their signature.

**NEXT REGULAR MEETING** – Monday, December 14<sup>th</sup>, 2020 at 4:00 pm.

**ADJOURNMENT**

There being no other business Chairman Ramynke adjourned the meeting at 4:36 pm.

  
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Chairman David Ramynke

  
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Commissioner Les Riel

  
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Vice-Chairman Ben St. Mary

Attest:

  
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District Secretary Jenifer S Huitt