

**YAKIMA COUNTY FIRE DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
DECEMBER 12th, 2022**

The meeting convened at 3:30 pm at East Valley Fire Station 40. Those present at Station 40 were, Chairman Ben St. Mary, Commissioner Les Riel, Commission David Ramynke, Fire Chief Dale Hille, Deputy Fire Chief Ray Lamoureux and District Secretary Katelynn Hogan.

Chairman St. Mary called the meeting to order at 1530.

PLEDGE OF ALLEGIANCE

Commissioners St. Mary lead the Pledge of Allegiance.

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.

Commissioner St. Mary noted there was no public in attendance.

APPROVAL OF AGENDA

Commissioner Riel made a motion to approve the consent agenda as amended. Commissioner Ramynke seconded. Motion Carried unanimously.

CONSENT AGENDA

SECRETARY'S REPORT

- December 7th, 2022 Payroll

APPROVAL OF PREVIOUS MINUTES

- November 28th, 2022 Regular BOC Meeting Minutes

CLAIMS REQUESTS FOR APPROVAL

Claims Requests Fire	\$	96,430.11
Claims Requests EMS	\$	2,939.36
Total Claims	\$	99,368.47

CORRESPONDENCE

- 2023 WSCFF Life & Disability Program Renewal Announcement
- Bryan Ireton Resignation

CHIEF'S REPORT – Attached

Commissioner Riel made a motion to approve the consent agenda as submitted. Commissioner Ramynke seconded. Motion carried unanimously.

UNFINISHED BUSINESS

- DRAFT 04.01.01 Job Description - District Fire Chief
- DRAFT 04.01.03 Job Description - Captain
- DRAFT 04.01.04 Job Description - Director of Training & Compliance
- DRAFT 04.01.05 Job Description – Lieutenant
- DRAFT 04.01.06 Job Description - Firefighter
- DRAFT 04.01.07 Job Description - Recruit Firefighter
- DRAFT 04.01.08 Job Description - Support Personnel
- DRAFT 04.01.10 Job Description – Summer Maintenance

FC Hille informed that the only changes made were updating the covid vaccination statement as discussed and agreed upon previously. Commissioner Ramynke made a motion to adopt the updated draft policy job descriptions 04.01.01 through 04.01.10 as submitted. Commissioner Riel seconded. Motion carried unanimously.

- Resolution 2022-03 Annexing into the Hazard Mitigation Plan with Yakima County – update

FC Hille informed that we recently adopted this resolution however it was just redone so it needs to have it adopted with the changes so that the district is eligible for additional grant money. Commissioner

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Riel made a motion to adopt the updated Resolution 2022-03 Annexing into the Hazard Mitigation Plan with Yakima County. Commissioner Ramynke seconded. Motion carried unanimously.

- Resolution 2022-13 Authorization of Investment for 2023

DS Hogan informed the board that resolution 2022-13 allows both Deputy Fire Chief and all board Fire Commissioners to act as the investment officer for the district in her and FC Hille's absence for 2023. Commissioner Ramynke made a motion to adopt Resolution 2022-13 Authorization of Investment for 2023 as submitted. Commissioner Riel seconded. Motion carried unanimously.

NEW BUSINESS

FC Hille had the annual insurance policy reviewed and compared to four different government insurance companies. The company reviewing advised to stay with VFIS. The district's current VFIS insurance policy went up approximately \$4,700 due to call volume and adding new vehicles. FC Hille informed the board that in total our annual insurance policy is about \$37,000 for the year. DS Hogan confirmed that we budgeted a ten percent increase for the 2023 budget which will accommodate the increase.

COMMISSIONER'S REPORT

Commissioner Riel had the WFCFA education committee meeting where they set up the spring seminars and the Chelan conference. The Chelan conference will be based on leadership and possibly include Silouan Green. The West and East side series will be split. East side will be a webinar of 5-6 different classes. The West side will be the panel interview where the group will an interaction with the panel on different issues including frequent flyer calls. Commissioner Ramynke asked DC Lamoureux to look at what percentage of our calls are frequent flyers so the board is aware.

ANNOUNCEMENTS - NONE

GENERAL DISCUSSION

FC Hille reached out to all lost Volunteers due to covid to see if they would like to come back. Jerry Simmons declined due to his schedule, Kyle Schlotfeldt was interested in coming back, Nick Durand is building a house and is unsure. The rest did not have valid phone numbers anymore. FC Hille also preformed nine recruit interviews all of which seemed like they would make excellent candidates. We will proceed with the onboarding process as normal except for the physical agility. FC Hille and DC Lamoureux are working on a new physical agility test that is relatable to other fire districts for their Volunteer Recruits. Four of the nine applicants already have their EMT and we do not want to lose out on adding Volunteer positions to our department even if they are noncombat positions. Starting January 3rd our combination recruit class with Selah Fire will begin.

FC Hille informed that the Gesa grant for chainsaws should be here any time. During the next meeting we will have final numbers for the year on what amounts we will be transferring into reserves.

Commissioner Riel asked to include appointing the board positions for 2023 in the next meeting on December 27th, 2022.

Commissioner Riel received a call from Charlie Bar from Nile Fire where he use to be a commissioner; Nile fire had a commissioner resign and went to appoint another commissioner of which Charlie Bar applied for but was not invited to said meeting. Commissioner Riel directed him to Rodger Ferris to gather more information on the WFCFA protocol and procedures for appointing a Fire Commissioner.

Commissioner Riel stated John Kobli from Highland Fire called and stated George Town is going to resign as a commissioner then be appointed as Highlands Fire Chief. While also giving Chief Widdle his termination papers. They will also be in the process of appointing a Fire Commissioners.

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FC informed the new brush truck has arrived and all board members are welcome to test and look over if desired. All crew members will receive an in-service training from Cascade Fire & Safety for each shift. FC Hille review overall expenses stating district cost for the chassis was \$59,491, the budget for the build was \$148,715 additionally increased to \$153,797 due to supply chain issues, additions and price increases. After taxes and licensing the cost was \$226,054 of which \$220,000 was budgeted for it. Budget overage was 3.25%. Additionally. \$5,200 of miscellaneous equipment is going to be installed which is coming out of different line items like PPE. Overall final cost was about \$231,327. FC Hille stated each member will have a minimum of two-hour driver training on the new brush truck before the truck in put in service.

During weekend both Chiefs keep tabs on each other so that coverage is fully taken care of. They will be taken a closer look at what that looks like closer to wildland season.

Commissioner Ramynke asked how he can get ahold of the 2022 WFCA Annual conference classes. FC Hille stated he received the classes and will forward them on.

DC Lamoureux is working on getting a G402 class set up locally in the valley for commissioners instead of at Camp Murry in Tacoma.

SIGNING OF DISTRICT DOCUMENTS

Due to the Commissioners attending in person the documents will be held for signature after the meeting.


NEXT REGULAR MEETING – Monday, December 27th, 2022 at 3:30 pm.

ADJOURNMENT

There being no other business Commissioner Riel made a motion to adjourn the meeting. Commissioner St. Mary seconded. The Meeting adjourned at 4:03.



Chairman Ben St. Mary



Commissioner David Ramynke



Vice-Chairman Les Riel

Attest:



District Secretary Katelynn Hogan