

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
October 10, 2011**

The meeting convened at 7:00 p.m. at East Valley Fire Station 40. Those present were Commissioners Joe Gendron, Dan McNulty, and Les Riel. Others present were Chief George Spencer, District Secretary Michelle Rosen and Deputy Chief Mike Riel.

Chairman Gendron called the meeting to order and conducted the Pledge of Allegiance.

APPROVAL OF AGENDA

Chairman Gendron requested that the following items be added to *Unfinished Business*: new hire discussion and upcoming budget retreat. There being no other changes, the agenda was approved and the meeting continued.

LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON 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 three minutes.

Chairman Gendron noted that Karen Miltenberger from Nicholson and Associates Insurance wished to speak to the Board. Ms. Miltenberger re-introduced herself to the Board and requested their permission to provide a quote. The Board indicated that the district was still involved in pending litigation with the former Chief and Chairman Gendron added that they have had an excellent relationship with the current provider that was handling the litigation and did not want to jeopardize that situation. The Board thanked Ms. Miltenberger for her time and suggested that she visit the district again in one year's time.

APPROVAL OF PREVIOUS MINUTES

a. September 26, 2011 Regular Meeting – approve or deny

Commissioner Riel made a motion to approve the minutes from the September 26 Regular Meeting. Commissioner McNulty seconded the motion. The Board was in favor and the minutes were approved.

EDIT LIST APPROVAL

a. Batch #303708, \$23,596.84 – approve or deny

Commissioner Riel questioned the expenditure on page 3, line 13 that was itemized as a water vest with a hand pump. Chief Spencer clarified that the expenditure was for three vests. Commissioner Riel also questioned the expenditure on page 4, line 15 for three helmets with face shields and questioned if the surplus of helmets was being utilized. Chief Spencer indicated that the old helmets were being cycled out and the helmets that were being replaced could no longer be used and/or that they were officer helmets.

Commissioner McNulty made a motion to approve edit list 303708 in the amount of \$23,596.84. Commissioner Riel seconded the motion and the aforementioned edit list was approved.

SECRETARY'S REPORT

District Secretary Rosen reported that September was closed out in Quickbooks in preparation for the budget meeting and the only item that would not appear in the profit/loss statement was retirement. Chairman Gendron confirmed that the current budget spreadsheet would be distributed to the rest of the staff prior to Friday's meeting.

CORRESPONDENCE

There being no correspondence, Chairman Gendron continued the meeting.

UNFINISHED BUSINESS

a. Station 40 easement

Chief Spencer reported that they were still working with the County regarding the matter, noting that the school district was still listed as a partial owner. He requested that the Board postpone signing the agreement.

b. New hire discussion

Chairman Gendron wanted to properly inform the public that the new firefighter position was not going to be filled by appointment within the district, but that it would be an open competitive testing process with an expected hire date of January, 2012. Chief Spencer provided an overview of the process.

c. Upcoming budget retreat

Chairman Gendron confirmed that the entire staff had been involved in the budget preparation process and that the worksheet before the Board was the final document that would be presented at the retreat.

Chairman Gendron requested an update on the rescue apparatus. Chief Spencer reported that the apparatus should be completed by October 24 with Firefighter Evers inspecting them by November 1.

Chairman Gendron requested an update on the air support apparatus. Commissioner McNulty expressed his concern that Glendale was still using the vehicle after the district had expressed their intention by contract to purchase the vehicle with 108,000 miles. Chief Spencer indicated that he would contact Glendale for an update.

NEW BUSINESS

There being no new business, Chairman Gendron continued the meeting.

COMMISSIONER'S REPORT

Chairman Gendron reported that the Board would be attending the commissioner's conference in Spokane October 26-28. Commissioner Riel confirmed that the questions regarding hourly and stipend pay had been submitted to the legal team at the conference.

ANNOUNCEMENTS

There being no announcements, Chairman Gendron continued the meeting.

EXECUTIVE SESSION RCW 42.30.140(4) & 42.30.140(g)

a. Contract negotiations

b. Personnel matters of the District

At 7:27 p.m. Chairman Gendron dismissed the Board into Executive Session per RCW 42.30.140(4) for contract negotiations and RCW 42.30.140(g) for personnel matters of the District for 20 minutes.

At 7:47, District Secretary Rosen announced that the executive session would continue for an additional 20 minutes.

At 8:07, District Secretary Rosen announced that the executive session would continue for an additional 10 minutes.

At 8:17 p.m. Chairman Gendron called the meeting back to order and reported that no decisions had been made.

DEPARTMENT ACTIVITY REPORTS – Chief Spencer

Chairman Gendron complimented Firefighter Evers on the format of his report and noted to D.C. Riel that he understood the circumstances surrounding the slow down in pre-fires.

Chairman Gendron questioned when Insurance Services would be visiting. Chief Spencer reported that they had indicated mid-October, but did not have a specific date.

Commissioner Riel questioned the tentative plan regarding the training officer position. Chairman Gendron noted from previous discussions that as soon as a new firefighter was hired with the required certifications, that particular individual would be assigned to training in order to relieve D.C. Riel from the training duties he had been assigned on top of his Fire Marshall responsibilities. There was additional discussion regarding the matter and the Board expressed their appreciation to D.C. Riel for taking on the added responsibilities.

GENERAL DISCUSSION – Limited between Board and Staff – NO PUBLIC INPUT

There was discussion regarding the upcoming budget retreat. Commissioner Riel noted that detailed written justification needed to be provided to the Board regarding the 1% increase in tax revenue.

Commissioner Riel reiterated the need for Chief Spencer to produce a district newsletter.

Chief Spencer noted that the open house was held on Saturday and felt that it was a good first year event for him and added that additional advertising would take place next year. Chief Spencer expressed his appreciation to Russ for taking photos at the event.

District Secretary Rosen requested permission to contact the Union Gospel Mission to donate the hot dogs and buns that remained from the open house. Chairman Gendron made a motion to donate the extra hot dogs and buns that were left over from the open house on Saturday to the Union Gospel Mission. Commissioner Riel seconded the motion. The Board was all in favor.

SIGNING OF DISTRICT DOCUMENTS

District Secretary Rosen presented the documents to the Board for their signature.

ADJOURNMENT

There being no other business, Commissioner Riel made a motion to adjourn the meeting. Commissioner McNulty seconded the motion and the meeting was so adjourned at 8:30 p.m.

ATTEST:

Chair of the Board

District Secretary

Vice-Chair of the Board

Commissioner