

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING / PUBLIC HEARING
November 13, 2007**

The meeting convened at 1900 hours at East Valley Fire Station 40. Those present were Chief Warren Gay and Commissioners Dan McNulty, Les Riel, and Joseph Gendron. Others present were District Secretary Michelle Rosen, Battalion Chief Mike Riel, East Valley Fire District Personnel, and audience members.

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

APPROVAL OF AGENDA

District Secretary Rosen noted the date on the agenda. There being no additional changes, the agenda stood as submitted.

LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON AGENDA

Commissioner Gendron noted that Mr. Stevens wished to receive comments regarding a fire in the terrace heights area. He was concerned that he was possibly the only person who called 911 and did not hear any responders en route to the scene. BC Riel explained that this particular call had been downgraded by dispatch and the fire did get extinguished. BC Riel noted that he will review the call for particulars regarding the tap out and response time.

Chairman McNulty expressed his concern with audience member, Kyle Jacobs, recording the meeting when a copy could be obtained through public records request. After discussion amongst the Board and Mr. Jacobs, it was determined that he could continue his own recording of the meeting.

APPROVAL OF PREVIOUS MINUTES

- A. October 22, 2007 Regular Meeting – Approve or Deny**
- B. November 1, 2007 Special Meeting – Approve or Deny**

Commissioner Riel made a motion to approve the minutes of the October 22 and November 1, 2007 meetings. Commissioner Gendron seconded the motion and the motion carried.

EDIT LIST APPROVAL

- A. Batch #243260, \$1,696.32**
- B. Batch #243750, \$9,339.03**

There being no discussion regarding the edit lists, Commissioner Gendron motioned that Batch 243260, in the amount of \$1,696.32 and Batch 243750 in the amount of \$9,339.03 be approved. Commissioner Riel seconded the motion and the batches were so approved.

REVIEW AND FINALIZE 2008 PRELIMINARY BUDGET

Commissioner Riel made a motion to present this as the final budget during the public hearing portion of the meeting. Commissioner Gendron seconded the motion and the motion carried.

OPENING OF PUBLIC HEARING

The Board noted that a five minute public comment period will be allowed for review of each budget.

LIMITED OPEN PUBLIC INPUT TO COMMISSIONERS (FIRE BUDGET)

Commissioner Gendron confirmed that maintenance improvements to Stations 41 and 42 will be pulled from the capital projects reserve. Chief Gay will be submitting a report to the Board detailing the projects, timelines, and the expenses involved.

Commissioner Gendron also confirmed that fuel was accelerated from \$17,000 to \$19,000.

Commissioner Riel requested that District Secretary Rosen confirm when election costs will be billed to the District for the Primary and General Elections of 2007.

Kyle Jacobs submitted a question regarding the increase in the overtime budget. Chief Gay reported that fire and EMS loads have picked up so career paid are also running duty and are now required to attend Tuesday night training. He explained that time and a half kicks in when their work week exceeds 40 hours. Commissioner Riel added that 2007 actuals to date for overtime were added to approximately 25% of the year remaining in order to determine the 2008 budget. Kyle Jacobs was concerned that the 2008 overtime budget is double the figures from 2004 and questioned if this was due to the lack of volunteers. Chief Gay noted that volunteer pay is a line item listing that is included in the overtime budget and is able to be tracked through their timesheets.

Chairman McNulty noted that the time had expired for public comment regarding Fire Budget and opened the five minute period for comment regarding the EMS budget.

LIMITED OPEN PUBLIC INPUT TO COMMISSIONERS (EMS BUDGET)

Commissioner Riel noted that line item detail pay has since been removed. District Secretary Rosen confirmed that if a volunteer is called in to work an eight hour day it is tracked through her payroll data entry for PT firefighters.

Commissioner Gendron noted that \$100,000 reserve is still included for capital improvements and \$50,000 for land improvements. Commissioner Riel added that \$150,000 is also included for apparatus replacement. Commissioner Riel requested that resolutions be composed to present at the next meeting to specifically earmark \$150,000 for capital improvement projects and \$150,000 for apparatus replacement. These resolutions should also be accompanied by the strategic plan detailing the replacement schedule and capital improvement projects. This detail could assist the District in obtaining grants in the future.

An audience member questioned if there is an improvement plan for the Terrace Heights station. Chairman McNulty noted that the interior and exterior will be painted and a new rock wall will be built. Chief Gay explained that the neighbors to the north of the station are over-watering which is causing sloughing and is creating soft spots in the parking lot. He also added that the kitchen will be upgraded and new flooring will be installed.

Chairman McNulty closed the public hearing and reconvened the regular meeting.

NEW BUSINESS

A. Resolutions

i. #2007-08, Levying the 2008 ad valorem property taxes and excess levy taxes – Approve or Deny

Commissioner Riel made a motion to adopt Resolution #2007-08 and read the resolution into the record. Commissioner Gendron seconded the motion and Resolution #2007-08 was so adopted.

ii. #2007-09, Increase Yakima County Fire District 4 2007 property tax levy above the “limit factor” up to 101 percent – Approve or Deny

Commissioner Riel made a motion to adopt Resolution #2007-09. Commissioner Gendron seconded the motion and Resolution #2007-09 was so adopted.

B. Adopt 2008 Fire Budget – Approve or Deny

Commissioner Gendron made a motion to adopt the 2008 Fire Budget as read. Commissioner Riel seconded the motion and the motion carried, thus adopting the 2008 Fire Budget as submitted.

C. Adopt 2008 EMS Budget – Approve or Deny

Commissioner Riel made a motion to adopt the 2008 EMS Budget as submitted. Commissioner Gendron seconded the motion and the motion carried, thus adopting the 2008 EMS Budget as submitted.

D. Review and Sign Amendment to Automatic Technical Rescue Response Agreement

Chief Gay explained that this amends the selecting of additional team members to the team by the team. Commissioner Riel added that it makes the fire chief of each party the designated policy maker as well. Commissioner Riel made a motion to sign and approve the amendment to the agreement. Commissioner Gendron seconded the motion and the motion carried.

COMMISSIONER'S REPORT

Commissioner Gendron questioned if he had the current version of the organizational chart. There was discussion amongst the Board and Chief Gay regarding this document. Commissioner Gendron was adamant that the chain of command be followed in an effort to eliminate minor issues being brought before the Chief. Commissioner Gendron confirmed that Chief Gay will be presenting the new organizational chart at a drill night and/or association night. Commissioner Riel requested that both organization charts and an Action Request be presented at the next meeting and that revisions be added to all policy manuals.

Commissioner Riel reported that the association will be suggesting to the State Board of Fire Commissioners to adopt a \$522,000 budget for the state office. He noted that the salary was increased by 2.5% in addition to \$7,200 for longevity.

Commissioner Riel also reported that he met with the Washington State Chiefs Association in an effort to improve the relationship between the Fire Commissioners Association and the State Chiefs. It was suggested that quarterly meetings be held with the Commissioner's Executive Board and the Chief's Executive Board and that the respective legislative committees work together. Some topics of discussion in this meeting included the six year multi-lid lift, regional fire authority, and impact fees in order to build new facilities.

Commissioner Riel also reported that he met with the executive board and completed an excellent evaluation for Roger Farris.

Commissioner Gendron complimented Lieutenant Schrank for his involvement in fire prevention week with the schools.

Commissioner Riel requested that the signing of district documents be completed prior to the executive session as he would need to excuse himself from that session. Chairman McNulty conceded.

SIGNING OF DISTRICT DOCUMENTS

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

Chairman McNulty dismissed the Board into executive session for approximately one hour.

EXECUTIVE SESSION RCW 42.30.140 (g)

A. Mike Riel's Contract

Chairman McNulty called the meeting back to order and reported that no decisions had been made.

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

District Secretary Rosen reported that the District received a thank you letter from the Sisk family for the flowers sent in remembrance of Jack’s passing.

She also noted that the District received a thank you card from Russ Heaton for the flowers sent in remembrance of his mother’s passing.

District Secretary reminded the Board that she will be on vacation during Thanksgiving week and that she will be available in the next few days to work late in order to prepare for the next meeting.

ADJOURNMENT

There being no other business, Chairman McNutly entertained a motion to adjourn the meeting. Commissioner Gendron seconded the motion and the meeting was so adjourned at approximately 2100 hours.

ATTEST:

Chair of the Board

District Secretary

Vice-Chair of the Board

Commissioner