

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
March 24, 2008**

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

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

**APPROVAL OF AGENDA**

Commissioner Riel added the following items: Signing of Chief's Evaluation under the heading of *Unfinished Business*, and Motion to call Special Meeting under the heading of *New Business*. There being no other changes, the agenda stood as submitted.

**LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON AGENDA – Three minute limit**

Melody Gayle approached the podium and requested that in this meeting in particular, the bi-laws regarding the Chairman of the Board recognizing that no individual, including any commissioner, be granted access to address the Board until the Chair recognizes them and grants them permission to do so.

Nancy Washburn approached the podium and asked the Board how the taxation rate was determined for the contract with City of Moxee. Chairman Gendron recognized Commissioner Riel to speak – he indicated that Fire District 4 does not have a contract with the City of Moxee, rather the City was annexed into the district several years ago and explained that the tax rate for that area is the same as the rest of the district.

Jackie Walker approached the podium and expressed her concern as a tax paying citizen of the district regarding the expense of trying to settle the difficulties of the district. Her personal observation was that changing Chiefs has not made much difference and that she still detects disagreements between different factions within the district. She noted that the district hired an investigator to attempt to settle disputes, paid attorneys fees, hired Dispute Resolution Center, and implemented various leadership classes, but in her opinion, all to no avail. She noted that she has submitted a public records request for DRC's findings and recommendations. She suggested that the Board work on updating the SOPs as she feels these are the basic rules that need to be enforced.

**APPROVAL OF PREVIOUS MINUTES**

**A. March 10, 2008 regular meeting – approve or deny**

Commissioner Riel made a motion to approve the minutes of the regular meeting on March 10. The Board was all in favor and the minutes were so approved.

**B. March 17, 2008 special meeting – approve or deny**

Commissioner McNulty made a motion to approve the minutes of the special meeting on March 17. Commissioner Riel seconded the motion pending the following amendment: Chairman Gendron noted that the minutes indicated that Chief Gay was put on suspension, which by definition means without pay. He noted that the minutes should reflect that Chief Gay was placed on administrative leave with pay. The Board was all in favor of amending the minutes of the Special Meeting on March 17, and the minutes with the aforementioned amendment were approved.

## **EDIT LIST APPROVAL**

### **Batch #248710, \$16,256.23**

Commissioner McNulty made a motion to accept Batch #248710 in the amount of \$16,256.23. Commissioner Riel seconded the motion and the batch was so approved.

### **Batch #249393, \$14,500.57**

Commissioner Riel made a motion to accept Batch #249393 in the amount of \$14,500.57. Commissioner McNulty seconded the motion and the batch was so approved.

## **SECRETARY'S REPORT**

District Secretary Rosen reported that she had no matters to discuss at this time.

## **CORRESPONDENCE**

District Secretary Rosen noted that there was no correspondence to discuss at this time.

## **UNFINISHED BUSINESS**

### **A. Bid Award**

Chairman Gendron explained that phase one of this project was previously budgeted for and approved to grade one acre to the rear of the district building in order to develop it for training facilities. Deputy Chief Riel announced that the bid was awarded to Durands, Inc. located at 5260 State Route 24 in Moxee. He noted that a total of nine bids were submitted and theirs was the low bid of \$88,328.81. He added that the great response received was due to the timing of the project. D.C. Riel also noted that the original estimated value of the project was for \$132,000. With the process of the project, Mike Battle with Huibregtse Louman Associates, Inc. will be conducting the follow-up and ensuring the engineering requirements are in place. It was also noted that the fence line will be amended in phase one of the project. Commissioner Riel made a motion to accept the low bid from Durands, Inc. Commissioner McNulty seconded the motion. The Board was in all in favor and the bid was so awarded to Durands, Inc. in the amount of \$88,328.81.

### **B. Signing of Chief's Evaluation**

Commissioner Riel noted that this had been missed at the last meeting. The Board signed Chief Gay's evaluation and Chairman Gendron instructed District Secretary Rosen that it is to be placed in the Chief's file.

## **NEW BUSINESS**

### **A. 2008-06 Purchase of two (2) new command units**

Lieutenant Lenseigne highlighted the information before the Board. He noted that the two command units in question are eight and nine years old, each with nearly 100,000 miles and are in need of being surplussed on a five year replacement schedule. He indicated that at times in the past, maintenance issues have exceeded the amount of surplus and that monies to do so are available in the apparatus replacement reserve fund. This fund was established in 1999 in order to avoid submitting bonds before the voters to replace outdated rigs and monies are added to this fund every budget year. An audience member inquired as to what factors are used in determining the need for replacement, whether it be the age of the apparatus, miles used, etc. Lieutenant Lenseigne explained that both years of service and the hours of use are determining factors. Commissioner Gendron continued by explaining that every apparatus has an hour meter -- A truck could only have 75,000 miles, but could have 10,000 hours -- a truck could be called out to a fire and be idling or pumping for four to five hours which still puts wear and tear on the engine. An audience member questioned if there are basic requirements for command cars. Lt. Lenseigne noted that the District will be utilizing the State Procurement Program for this purchase as they have special service vehicles specifically designed for the police and fire service and have already been through the bidding process. Audience member Kyle Jacobs suggested that one command unit be equipped with a wet pack and another lesser equipped vehicle be purchased for runs to the courthouse, meetings, etc. to cut down on wear and tear of the fully equipped command units. Lieutenant Lenseigne concluded by noting that a Decision Action Request will be presented to the Board at the next meeting.

## **B. Motion to call Special Meeting**

Commissioner Riel made a motion to hold a special meeting on Thursday, March 27 at 6:00 p.m. with the Chief to review his performance and extend his paid administrative leave until such time of the special meeting. In addition, the Chair is authorized to work with the District's attorney regarding this matter at any time. Commissioner McNulty seconded the motion. The Board was all in favor and the motion was so approved.

Chairman Gendron turned the floor over to the District's attorney, Mr. Snure. Mr. Snure noted the Board's concern regarding keeping the public informed as to the happenings with the Chief, but the aforementioned motion was essentially the District's public statement and press release regarding this matter at this time. He explained that the Board feels that this special meeting with the Chief is necessary prior to taking any further action. He indicated that this is the only comment the Board has on this matter until the special meeting is held.

## **COMMISSIONER'S REPORT**

Chairman Gendron reported that he attended the conference in Ocean Shores last weekend. This conference was designed for new commissioners like himself to give them an overview of the responsibilities of the position, taxes, levies, etc. and was very informational and made him more cognizant of how he should be conducting operations. He expressed his thanks to the Board for sending him.

## **DEPARTMENT ACTIVITY REPORT – Deputy Chief Riel**

There were no questions or concerns from the Board regarding this report.

Chairman Gendron took an opportunity to address Ms. Walker regarding the training she mentioned during the open public comment portion of the meeting. He explained that this training is being taught by Fred Pryor seminars, with classes being held in March, April and May and is a positive step for new officers in order to improve their management skills and learn to more effectively deal with problems. He reported that there are 30 attendees for each session which consists of three hours for two consecutive evenings. There has been great participation and dedication on their part for a better understanding of their roles as managers, officers, and upcoming managers. He feels strongly that the District is spending money wisely on this opportunity. D.C. Riel added that the sessions are taught by a nationally recognized firm and are averaging 23 District personnel and have also included personnel from the City of Yakima. He confirmed that each class consists of six hours and that there are a series of four classes. He added that this series began with a communications class for officers that was taught by Matt Fairbanks with the Dispute Resolution Center and this was the next step in a continuation of his recommendation for encouraging education and training.

## **ANNOUNCEMENTS**

There being none, the meeting continued.

## **EXECUTIVE SESSION**

There was no need for an executive session.

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

There being none, the meeting continued.

## **SIGNING OF DISTRICT DOCUMENTS**

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

**ADJOURNMENT**

There being no other business, Commissioner Riel entertained a motion to adjourn the meeting. Commissioner McNulty seconded the motion and the meeting was so adjourned at 1932 hours.

ATTEST:

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Chair of the Board

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District Secretary

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Vice-Chair of the Board

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Commissioner