

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
May 11, 2009**

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 Deputy Chief Riel, District Secretary Michelle Rosen, 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 McNulty requested that the spray service contract be added to *Unfinished Business*. Chairman Gendron requested that an executive session under RCW 42.30.110 (g) be added to the agenda. With the aforementioned changes, Commissioner Riel made a motion to approve the agenda. Commissioner McNulty seconded the motion. All were in favor.

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 no one had signed up to speak.

APPROVAL OF PREVIOUS MINUTES

- a. April 27, 2009 Regular Meeting – approve or deny**
- b. April 30, 2009 Special Meeting – approve or deny**

Commissioner McNulty made a motion to accept the minutes of both the Regular Meeting held on April 27 and the Special Meeting held on April 30. Commissioner Riel seconded the motion with discussion. Commissioner Riel made mention of two typographical errors in the April 27 minutes and requested that the exact dollar amount of \$183.56 be noted with regard to the discussion concerning the advance pay matter with Mr. Spencer. With those changes, the Board unanimously accepted the meeting minutes of April 27 and 30.

EDIT LIST APPROVAL

- a. Batch #268206, \$21,704.14 – approve or deny**
- b. Cash Voucher \$30.00 – approve or deny**
- c. Cash Voucher \$75.00 – approve or deny**

Commissioner Riel questioned page 3 lines 16 and 17 with regard to the payment to Steadfast Technologies. District Secretary Rosen explained that Steadfast had neglected to submit an invoice for March; hence the double payment. Commissioner Riel also questioned page 5 lines 29, 30 and 31 with regard to computer equipment. Deputy Chief Riel explained that the items purchased were in line with the computer systems replacement plan that was adopted in 2005. Commissioner Riel questioned line 33, exterior lighting repair. D.C. Riel explained that there were defective pods in the parking lot security lighting that had to be replaced rather than repaired since the existing pods were no longer manufactured or supported for maintenance. Commissioner Riel made a motion to approve the vouchers as submitted. Commissioner McNulty seconded the motion. The Board was all in favor and the edit list was so approved.

Commissioner McNulty made a motion to accept both Cash Vouchers as submitted. Commissioner Riel seconded the motion. The Board was all in favor.

SECRETARY'S REPORT

District Secretary Rosen noted that the commissioner's dinner would be held on May 21 at Big Red's Diner and inquired as to what type of menu the commissioner wished to see. Commissioner Riel responded that the total cost per person should be kept at approximately \$20 including taxes and gratuity with an entrée selection of chicken or steak and should also include a non-alcoholic beverage. District Secretary Rosen would be in attendance to keep an accounting of payments and to issue receipts.

She continued by asking for clarification and approval from the Board to pay certain invoices to Waters Consulting. It was determined that all outstanding invoices would be paid except for the invoice for a package of cookies. It was also noted that Mr. Oldani needed to submit all original receipts as per policy.

District Secretary Rosen continued by informing the Board that the state contract with JP Morgan was expiring in 2009 and the district's credit card would be changed over to US Bank. She indicated that all paperwork for this transaction needed to be submitted by May 31.

In addition, she reported that she had received correspondence from the Washington Fire Commissioner's Association regarding the Management Excellence Award and asked if the Board would be participating in this program. Commissioner Riel responded that the District had not participated in this program for a couple of years and recommended that the Board pass on it this year as well. The Board was in agreement that they would not be participating.

In conclusion, District Secretary Rosen reported on the district's investments: Fire=\$890,551; Reserves=\$953,378; Capital Projects=\$432,376; and EMS=\$73,627.

CORRESPONDENCE

There being none, Chairman Gendron continued the meeting.

UNFINISHED BUSINESS

a. Chiefs employment agreement

b. Clarification on George Spencer's physical

Chairman Gendron directed the Board's attention to the revised employment agreement which included the changes that were discussed during the Special Meeting on April 30.

Commissioner Riel noted that that was a typographical error on page 3, item 8c; Item D should make no reference to 'volunteers', but rather part paid on call; and page 5, item 20 needed to be revisited for grammatical corrections.

Chairman Gendron indicated he would contact Mr. Snure to make those corrections and would mail a final document to Mr. Spencer for his review prior to his arrival for the signing. He added that District Secretary Rosen had forwarded Mr. Spencer copies of the SOPs, SOGs, Rules and Regulations, the district's budget, and medical/dental and retirement system information.

With regard to Mr. Spencer's physical, Chairman Gendron stated that Mr. Spencer's previous department required an annual physical and asked for the Board's thoughts regarding accepting that documentation. Commissioners McNulty and Riel agreed that if his most recent physical had been within the past three to six months the Board would accept that documentation. If it was beyond the past six months, the Board was still in agreement from the April 30 meeting that Mr. Spencer would use the district's new hire standards for a physical from a physician in Michigan.

c. Spray service

This issue was tabled at the April 27 Regular Meeting pending D.C. Riel obtaining additional information for the Board.

The Board discussed an email from Lieutenant Lenseigne regarding a conversation he had with D.C. Riel regarding his applicator license. D.C. Riel requested for the record that he felt his communication with Lt. Lenseigne had been misinterpreted. Commissioner Riel noted that he had contacted Tony Roth of G.S. Long and Gary Buckner with Yakima WSDA Pesticide Management Division for further clarification regarding the matter and they both confirmed that the district would be in compliance if one gallon or less of 2,4-D and/or fertilizer was purchased and applied using a hand pump gallon sprayer and/or push fertilizer spreader. D.C. Riel concluded that this issue was already resolved as the lots had already been spot sprayed.

NEW BUSINESS

a. Change Board of Commissioners Meeting from Monday, May 25, 2009 to Tuesday May 26, 2009

Commissioner Riel made a motion to change the date of the next regular meeting from Monday, May 25 to Tuesday, May 26 due to the Memorial Day holiday. Commissioner McNulty seconded the motion. The Board was all in favor.

COMMISSIONER'S REPORT

Commissioner Riel reported that he had attended a meeting in Olympia with the Washington Fire Chiefs and Washington Fire Commissioners Association executive boards and would forward his notes to the rest of the Board. In summary, items discussed included legislative successes, health care issues, volunteer coverage for non operational volunteers, and thoughts for 2010 legislation. In addition, Commissioner Riel noted that HB 2061 passed, which was driven by the state treasurer's office, which states any public depository housing public funds must have 100% collateral rather than 10%.

DEPARTMENT ACTIVITY REPORTS

Chairman Gendron noted that Department Activity Reports would be presented next month.

ANNOUNCEMENTS

There being none, the meeting continued.

EXECUTIVE SESSION

RCW 42.30.110(g) personnel matters of the district

Chairman Gendron dismissed the Board into executive session at 7:30 p.m. for 10 minutes under the aforementioned RCW.

Chairman Gendron reconvened the meeting at 7:40 p.m. and reported that no decisions had been made.

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

Commissioner McNulty asked for a status update regarding the Hanford trailer. D.C. Riel responded that they would be scheduling 'train the trainer' classes as soon as the cars were moved out of the back lot. In addition, he was still researching options for having it painted.

Commissioner McNulty also questioned the status of the station remodeling projects. D.C. Riel responded that he was under the impression that the Board wished to wait on moving forward on this matter until the new chief was in place.

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 7:42 p.m.

ATTEST:

Chair of the Board

District Secretary

Vice-Chair of the Board

Commissioner