

**YAKIMA COUNTY FIRE DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 10th, 2025**

The meeting convened at 3:30 pm at East Valley Fire Station 40. Those present at Station 40 were Chairman Les Riel, Vice-Chairman Tyler Brandt, Fire Chief Ray Lamoureux, Deputy Fire Chief Chris Munson, District Secretary Katelynn Roberts, Administrative Assistant Morgan Frost, Firefighter Chris Robillard and City of Moxee Mayor LeRoy Lenseigne. Commissioner St. Mary attended via zoom at 3:40pm.

Chairman Riel called the meeting to order at 3:30pm.

PLEDGE OF ALLEGIANCE

Chairman Riel lead in 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.

Chairman Riel noted there was no public input at this time.

APPROVAL OF AGENDA

Chairman Riel amended the agenda as circulated to include the new Station 40 copier lease under new business. Chairman Riel made a motion to approve the agenda as amended. Commissioner Brandt seconded. Motion carried.

CONSENT AGENDA

SECRETARY'S REPORT

- March 07, 2025 Payroll

PREVIOUS MEETING MINUTES - None

CLAIMS REQUESTS FOR APPROVAL

Claims Requests FIRE	\$	105,639.44
Claims Requests EMS	\$	<u>5,762.49</u>
Total Claims	\$	111,401.93

CORRESPONDANCE

- City of Yakima – Thank You Letter

Fire Chief Aaron Markham from the City of Yakima Fire Department sent a thank you letter on behalf of the department for some of our firefighters staffing one of their stations while they were attending a celebration of life for former mechanic Paul Weeks.

CHIEF'S REPORT – Attached

Commissioner Brandt made a motion to approve the consent agenda as circulated. Chairman Riel seconded. Motion carried.

Executive Session - RCW 42.30.110 (1) (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

Chairman Riel called the executive session to order at 3:40 pm and asked for 10 minutes. DS Roberts asked if she could speak to all 3 board members at the beginning of the executive session alone for 10 minutes. The board agreed to her request. At 3:50 the board alone continued the executive session and requested 15 minutes. At 3:54 the board requested that both Chiefs join for the remaining 10 minutes. Chairman Riel ended the executive session and the regular board meeting commenced at 4:04 pm.

UNFINISHED BUSINESS

- Positive Evaluations of Admin Staff

Chairman Riel made a motion to approve AA Frost's raise presented by DS Roberts based off of a positive evaluation for a 5% increase with an additional \$1.00/hr raise and increasing her monthly vacation accrual to 5 hours total retroactive to January 1st, 2025. Commissioner Brandt seconded. Motion carried unanimously.

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Commissioner Brandt made a motion to increase DS Roberts' annual salary by 7% overall, retroactive to January 1st, 2025 and to reevaluate DS Roberts salary increase September 2025 based on a positive evaluation. Chairman Riel seconded. Motion carried unanimously.

- Station 41 Surplus Timeline

Chairman Riel informed everyone that accurate procedures were not followed when accepting the offer of \$425,000. Chairman Riel made a motion to rescind the offer of \$425,000. Commissioner St. Mary seconded. Motion carried unanimously. Chairman Riel tabled discussion and asked FC Lamoureux to reach out to Attorney Brian Snure regarding previous ownership transaction from City of Moxee to Yakima County Fire District 4.

NEW BUSINESS

- KVFR Interlocal Agreement

FC Lamoureux informed the board that the department does not have an ILA with Kittitas Valley Fire Rescue and could have used them on the Olympic Fruit fire. FC Lamoureux spoke with KVFR Fire Chief DJ Goldsmith and suggested using KVFR mainly for brush fires. Both departments are represented by Attorney Brian Snure and the ILA was written by him. Commissioner Brandt made a motion to accept the KVFR ILA. Chairman Riel seconded. Motion carried.

- Copiers Northwest Lease

DS Roberts was informed by Copiers Northwest that the department's copier lease is expiring in April and needs to have a new one delivered. The cost will be \$40.80 more than what the department was paying for the previous 5-year lease. Chairman Riel made a motion to approve another 5-year Copiers Northwest copier lease. Commissioner Brandt seconded. Motion carried.

COMMISSIONER'S REPORT

Chairman Riel informed everyone that there is nothing new to report on the Commissioner's side.

GENERAL DISCUSSION

After conversations with the board, the department will be adjusting administrative staff annual reviews to September through September to incorporate raises in salaries and benefits.

FC Lamoureux informed the board that he sent a certified letter of termination due to lack of participation to former Volunteer Tyler Ireton and we are now waiting on him to return his gear.

FC Lamoureux informed everyone that the National Fire Academy has put a hold on classes while they review their programs. The department didn't have anyone scheduled to go, but this hold will be in effect until August of this year.

May 10th, 2025 is the date for Wildfire Ready Neighbor sign ups for defensible space inspections. March 24th will be the debris drop off at Station 40.

West Valley, East Valley and Selah Fire Departments are looking into hiring a crew for each agency for wildland season from April to September to help with debris clean up that is paid for through a grant. There will also be a possibility of keeping the equipment that will be purchased for the program such as a skid steer, pickup truck and dump trailer.

FC Lamoureux informed the board that there are 25 students signed up so far for the March 22nd, 2025 evaluator class hosted at Station 40.

DC Munson informed the board that he will be updating the mutual aid matrix and FC Lamoureux will present a new pay matrix for volunteers at the next meeting.

The live fire training center for station 40 engineering will be done in May. FC Lamoureux was also informed that it should be on the ground in September instead of August.

Police Chief Greg Cobb is putting to rest the incorporation of the Union Gap corridor of Interstate 82 for fire response. Chief Cobb will continue to work on annexing back into Union Gap.

Recruit class has completed the hazmat and wildland courses. All 8 recruits passed the practical, and 5 passed both written awareness and operations. DC Munson and FC Lamoureux do not think any of the recruits will have any issues with passing Fire 1.

SIGNING OF DISTRICT DOCUMENTS

Due to more than one Commissioner attending the meeting in person, documents will be held for signatures after the meeting.

NEXT REGULAR MEETING – Monday, March 24th, 2025 at 3:30 pm.

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ADJOURNMENT


There being no other business Chairman Riel made a motion to adjourn the meeting at 4:28 pm.
Meeting adjourned at 4:28 pm.



Chairman Les Riel



Commissioner Ben St. Mary



Vice-Chairman Tyler Brandt

Attest:



District Secretary Katelynn M. Roberts