

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
September 26, 2016**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present were Commissioner Chairman Les Riel, Vice-Chairman Dan McNulty, Commissioner David Ramynke, YCFD12 Chief Dave Leitch and District Secretary Jenifer Huitt. Others present were Lt Keith Schrank and Karen Miltenberger with Nicholson & Associates.

Chairman Riel called the meeting to order.

APPROVAL OF AGENDA

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.

Karen Miltenberger provided a quote for insurance coverage through WSRMG for Property and Casualty Insurance and Provident for AD&D and Accident & Sickness Insurance. Both a traditional package with an umbrella and a non-traditional without an umbrella were quoted. There is a 3 year rate guarantee and November 1st is the expiration on the quotes. There are several annual trainings available and the WSRMG group is very interested in having YCFD4 as a member. With the non-traditional quote each claim has a much higher benefit of 5 million and there is no aggregate (collective maximum available). The premiums are so much less than the traditional because it costs less for the insurance company to process the policies. Chairman Riel noted we do have the quotes on the agenda to discuss as item 10B. Chairman Riel continued the meeting.

APPROVAL OF PREVIOUS MINUTES

- a. September 12, 2016 Regular Meeting – Approved
- b. September 12, 2016 Special Meeting – Approved

Vice-Chairman McNulty made a motion to approve the minutes as submitted from the September 12th meetings. Commissioner Ramynke seconded the motion. The motion carried and the minutes of the aforementioned meetings were approved. Chairman Riel continued the meeting.

CLAIMS REQUEST APPROVAL

- a. Claims Request Fire \$19,719.93 – Approved
- b. Claims Request EMS \$112.76 - Approved

Commissioner McNulty made a motion to approve the Claims Request in the amount of \$19,832.69. Commissioner Ramynke seconded the motion. The motion carried, thus approving the aforementioned claims request. Chairman Riel continued the meeting.

SECRETARY'S REPORT

Secretary Huitt has sent BIAS the Chart of Accounts and Vendor Lists to begin building our new accounting system. Their engineer would like to have it all built by the end of November so we can do a trial run of Accounts Payable in December and then Payroll in January. Chairman Riel continued the meeting.

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CORRESPONDENCE

- a. Received a Certificate of Appreciation for DJ Goldsmith from DNR/Washington Interagency Fire Training Academies.

Chairman Riel stated this was very nice. Sec Huitt put a copy in his personnel file. Chairman Riel continued the meeting.

UNFINISHED BUSINESS

- a. Letter granting authority to Interim Chief Dave Leitch

After discussion the Board requested this be tabled until November. Chairman Riel continued the meeting.

NEW BUSINESS

- a. East Valley Transportation Department requests use of East Training Room on 10/14/2016.

Sec Huitt stated the last time they used the room it was left in the same condition as received. Commissioner Ramynke verified we have policy on room use. Chairman Riel confirmed we do have policy. Sec Huitt confirmed the previous consensus was the Board would review each request and sign if approved. Chairman Riel made a motion to grant access East Valley Transportation Department to use the Training Room. Vice-Chairman McNulty seconded the motion. The motion carried.

- b. Discuss 2017 Insurance Quote from Nicholson & Associates Insurance

After discussion it was determined there is not enough information at this time to make a decision on the quotes. Sec Huitt will get more information to Karen Miltenberger and then Karen will provide more detailed coverage information to YCFD4 to compare with VFIS. Chairman Riel requested each type of coverage be broken down with cost and continued the meeting.

COMMISSIONER'S REPORT

Chairman Riel confirmed the count for dinner at the Fall WFCFA seminar and continued the meeting.

ANNOUNCEMENTS

There were no announcements and Chairman Riel continued the meeting.

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

Lt Schrank submitted a document FF Erickson wrote on Chief Riel's retirement and a picture. Chairman Riel would like the document from the BOC and an introduction for the new Secretary along with a picture. Chief Leitch said the last recruitment write up he saw last time looked good and would like to see something similar. Lt Schrank will ensure it is taken care of. The Board really appreciates all of the good work the staff puts into the newsletter. Chairman Riel continued the meeting.

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signature.

NEXT REGULAR MEETING – Monday, October 10th, 2016 at 4:00 pm. Special Meeting at 3:00 pm with Chief Leitch on the same day.

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ADJOURNMENT

There being no other business, Vice-Chairman McNulty made a motion to adjourn the meeting. Commissioner Ramynke seconded the motion and the meeting adjourned at 4:42 p.m.



Chairman Les Riel



Vice-Chairman Dan McNulty



Commissioner David Ramynke

ATTEST:



District Secretary Jenifer S Huitt