

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
January 11, 2016**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present were Commissioner Les Riel, Commissioner Dan McNulty, Chief Michael Riel, and Temp. Secretary Angel Stevens. Chairman Riel called the meeting to order and conducted the Pledge of Allegiance.

APPROVAL OF AGENDA

Chief Riel stated that Temp Sec Stevens had a change to the Claims Request on the agenda, was making copies, and would arrive when finished.

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.

Commissioner Riel noted that no one had signed up to speak.

APPROVAL OF PREVIOUS MINUTES

A. December 23, 2015 Regular Meeting

Chairman Riel requested a change to the December 23, 2015 minutes page 2 Commissioner Report "WSA" needs to be "WFCA" and "Seattle" needs to be "Olympia". Vice-Chairman McNulty made a motion to approve the minutes from the December 23, 2015 Regular with the noted changes. Chairman Riel seconded the motion. The Board was all in favor and the motion carried.

CLAIMS REQUEST APPROVAL

A. Claims Request: Fire Fund - \$79,442.31

B. Claims Request: EMS Fund - \$3,500.00

Chief Riel stated several past due bills were found and added to the Fire claims request including 2 months of health care premiums and there were no changes to the EMS claims request. Vice-Chairman McNulty made a motion to approve the claims request for the amended amount of \$85,942.31. Chairman Riel seconded the motion. The Board was all in favor of the motion, thus approving the aforementioned claims request.

SECRETARY'S REPORT - None

CORRESPONDENCE - None

UNFINISHED BUSINESS

A. Fire Communications Service Contract revision by SunComm

Vice-Chairman McNulty made a motion to approve this contract. Chairman Riel seconded the motion. Motion carried unanimously.

B. Discuss moving EMS funds for the new Reader Board \$14,938.94

Chairman Riel made a motion to approve this transfer request. Vice-Chairman McNulty seconded the motion. Motion carried unanimously. Chief Riel stated the resolution will be ready at the next meeting and the sign is nearly finished.

NEW BUSINESS

A. Resolution 2016-01 In the Matter of Appoint an Auditing Officer and Alternates

Chairman Riel made a motion to adopt Resolution 2016-01. Vice-Chairman McNulty seconded the motion. Motion carried unanimously.

B. Authorization Form for Financial Transaction Signatories

Chairman Riel made a motion to approve the signing of the Authorization Form for Financial Transaction Signatories. Vice-Chairman McNulty seconded the motion. Motion carried unanimously.

C. Vacant Commissioner #3 Position

Chairman Riel stated Commissioner Joe Gendron passed away on December 17, 2015, and the position must be filled within 90 days. If the board is unable to do so by this date then the County Commissioners will make the decision. We need to appoint a candidate that must reside within our district and the procedure will be as follows:

1. Sunday, January 17, 2016 run an Ad in Yakima Herald Paper 1 time.
2. Chief Riel will put the info on the reader board about vacant position.
3. At the Next Commissioner meeting January 25, 2016 number of candidates will be reviewed and the ad will be rerun if needed.
4. Chief Riel needs to put together a packet for the applicants with the following:
 - a. Duties and Responsibilities
 - b. Board of Commissioners Standard Operating Procedures
 - c. 2016 Budget or Profit and Loss Report
 - d. All accounts ending balances including reserves
 - e. A letter explaining the interview process
 - f. General description of the questions to be answered in 20 minutes at the interview
5. Cutoff date for applications is February 1, 2016.
6. Commissioner meeting February 8, 2016 to review the candidates.
7. Special Meeting for Interviews on February 16, 2016.
8. Finalize by February 25, 2016.
9. Must have a selected candidate appointed by March 17, 2016.

COMMISSIONER'S REPORT

Chairman Riel met with Commissioner Ken Eakin and Commissioner Phil Nelson. Commissioner Eakin and Commissioner Nelson agreed to be on the panel for the interview process for our new commissioner. Chairman Riel also had a separate meeting with the both of them at different times to appoint a Secretary Treasurer for both YFCA and The Education Committee.

EXECUTIVE SESSION: RCW 42.30.110 (G)

Chairman Riel Announced at 4:32 pm the board at this time will go into Executive Session RCW 42.30.110 (G). to review the performance of a public employee review. The Board will re-convene the meeting at 4:42 pm. Chairman Riel announced the time 4:42 pm, the general meeting will now resume and no action will be taken at this time.

ANNOUNCEMENTS

There being no announcements, Chairman Riel continued the meeting.

DEPARTMENT ACTIVITY REPORT – Chief Riel

Vice-Chairman McNulty made a motion to accept the department activity report as submitted. Chairman Riel seconded the motion. Motion carried unanimously.

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

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signatures.

NEXT REGULAR MEETING – Monday, January 25th at 4:00pm

ADJOURNMENT

There being no other business, Vice Chairman McNulty made a motion to adjourn. Chairman Riel seconded the motion and the meeting adjourned at 4:58 pm.

Chairman / Commissioner Les Riel

Temporary District Secretary
Angel Stevens

Vice-Chairman / Commissioner Dan McNulty

Fire Chief Michael J Riel

These meeting minutes were not signed by the board when presented in 2016. Amended by District Secretary Huitt at the board's request on 08/16/2018.



Chairman Les Riel

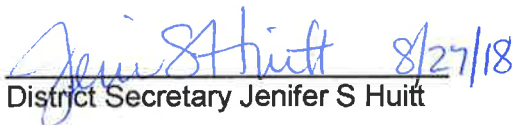


Vice-Chairman David Ramynke



Commissioner Ben St. Mary

Attest:

 8/27/18

District Secretary Jenifer S Huitt