

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
December 10, 2015**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present were Commissioner Dan McNulty, Commissioner Les Riel, Chief Mike Riel, and District Secretary Michelle Rosen. Commissioner Joe Gendron participated via conference call.

Vice-Chair Riel called the meeting to order and conducted the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Vice-Chairman Riel noted a change to Item 6 Claims Request in the amount of \$36,677.16. There being no other changes, 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.**

Vice - Chairman Riel noted that no one had signed up to speak.

**APPROVAL OF PREVIOUS MINUTES**

**a. November 25, 2015 Special Meeting – approve or deny**

Commissioner McNulty made a motion to accept the minutes from the November 25, 2015 special meeting. Vice-Chairman Riel seconded the motion. The Board was all in favor of the motion and the minutes of the aforementioned meeting were approved.

**CLAIMS REQUEST APPROVAL**

**a. Claims Request \$36,677.16 – approve or deny**

**b. Cash Voucher - \$146.66 – approve or deny**

Vice-Chair Riel made a motion to approve the cash voucher in the amount of \$146.66. Commissioner McNulty seconded the motion. The Board was all in favor of the motion, thus approving the aforementioned claims request and cash voucher.

**SECRETARY'S REPORT**

District Secretary Rosen reported on the state audit exit conference; noting that the state auditors were pleased with the record keeping of the District Secretary and Chief with some minor suggestions, but not findings or management letters. The exit interview will be conducted December 11<sup>th</sup> at 11:00 am.

**CORRESPONDENCE**

Vice-Chair Riel noted that a resignation letter had been received from Firefighter Matt Mundy dated November 30 with his last day being December 11. The Board thanked Matt for his service. Commissioner McNulty made a motion to accept the letter of resignation from Firefighter Mundy. Vice-Chair Riel seconded the motion. The motion carried unanimously.

**UNFINISHED BUSINESS**

**a. Update on Engine 42 and Engine 40**

Chief Riel noted that Engine 42 was back in service and that some parts were still needed to complete the service on Engine 40.

**NEW BUSINESS**

**a. Review of Firefighter Mundy's resignation**

Chief Riel noted that his exit interview was conducted December 9 and that he received some good feedback regarding the probationary program and processing.

**b. Approval and motion from the Board for Chief Riel to fill day shift position from hire list**

Commissioner McNulty made a motion for Chief Riel to move forward with the hiring for the day shift position. Chief Riel also stated he would like this to be a secure position. Commissioner Riel seconded the motion. The motion carried unanimously.

**c. Items designated for surplus**

Commissioner McNulty made a motion to move forward with the disposal of items that Firefighter Spellman has designated as surplus. Commissioner Riel seconded the motion. The motion carried unanimously.

**d. Authorization for financial transactions**

Commissioner Riel made a motion to sign the authorization form for financial transaction signatures. Commissioner McNulty seconded the motion. The motion carried unanimously.

**e. Resolution 2015-12 In the matter of appointing an auditing officer and alternates**

This resolution was pulled from the agenda. It was noted that auditing officers and alternates were previously appointed through 2016 on Resolution 2015-06.

**f. Resolution 2015-13 In the matter of appointing a District Secretary, Auditing, Finance, & Investment Officer for 2016**

Commissioner Riel made a motion to approve Resolution 2015-13. Commissioner McNulty seconded the motion. The motion carried unanimously.

**g. Resolution 2015-14 In the matter of authorizing the investment of YCFD4 monies in a local government investment pool for 2016**

Commissioner Riel made a motion to approve Resolution 2015-14. Commissioner McNulty seconded the motion. The motion carried unanimously.

**h. Resolution 2015-15 In the matter of an interlocal agreement to participate in the Washington State Fire Commissioners Association joint self insurance program for 2016**

Commissioner Riel made a motion to approve Resolution 2015-15. Commissioner McNulty seconded the motion. The motion carried unanimously.

**COMMISSIONER'S REPORT**

There being no matters to report, Vice-Chair Riel continued the meeting.

**ANNOUNCEMENTS**

There being no announcements, Vice-Chair Riel continued the meeting.

**DEPARTMENT ACTIVITY REPORT – Chief Riel**

The department activity report was accepted as submitted with no additional discussion.

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

Commissioner Riel noted that Gerald Champoux's health was deteriorating quickly and that he was in a living care center on Summitview and 38<sup>th</sup> Avenue. Chief Riel noted that he was on vacation for the next few weeks but would be checking in. Commissioner Riel noted that the new sign looks great.

**SIGNING OF DISTRICT DOCUMENTS**

The documents were presented to the Board for their signature.

**NEXT REGULAR MEETING – Wednesday, December 23, 2015 at 4:00pm**

**ADJOURNMENT**

There being no other business Commissioner Riel adjourned the meeting at 4:14 pm.

ATTEST:

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Chair of the Board

\_\_\_\_\_  
District Secretary

\_\_\_\_\_  
Vice-Chair of the Board

\_\_\_\_\_  
Commissioner

These meeting minutes were not signed by the board 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