

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
December 23, 2015**

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

APPROVAL OF AGENDA

Commissioner McNulty requested items A and B from New Business moved down after the executive session. Commissioner Riel agreed. 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. December 10, 2015 Regular Meeting – approve or deny

Commissioner McNulty made a motion to approve the minutes from the December 10, 2015 regular meeting. Vice-Chairman Riel seconded the motion. The Board was in favor of the motion and the minutes of the aforementioned minutes were approved.

CLAIMS REQUEST APPROVAL

A. Claims Request: \$8,702.88 – approve or deny

Commissioner McNulty made a motion to approve the claims request in the amount of \$8,702.88 and there were no cash vouchers. Vice-Chairman Riel seconded the motion. The Board was all in favor of the motion, thus approving the aforementioned claims request.

SECRETARY'S REPORT

Vice-Chairman Riel reported at this time he would like to take a moment on the passing of a dear friend Commissioner Joseph Gendron and we will need to add a replacement for the January meeting.

Vice-Chairman Riel also reported that the district has a temp secretary Angel Stevens thru Elwood Staffing. Vice-Chairman Riel also would like to thank Angel for coming aboard and asked if there is anything from the secretary. Chief Riel stated that the secretary does have a submission for the executive session which will be reviewed under RCW.42.30.110 (G) to review the performance of a public employee: on the exit of District Secretary Michelle Rosen.

CORRESPONDENCE

Vice-Chairman Riel noted that a Thank you note had been received from Mrs. Champoux, for the help with her husband Gerald Champoux's funeral, the recognition of his services with the Fire District, and his name honored on ST40 reader board. The Board recognized her thanks and his years of service.

UNFINISHED BUSINESS

Vice-Chairman Riel noted there is no unfinished business.

NEW BUSINESS

C. Commissioner's recognition of Secretary Rosen resignation submission.

District Secretary Michelle Rosen resignation will take effect 12/23/2015 at 4:00 pm. Vice-Chairman Riel read the resignation letter Rosen submitted. Vice-Chairman Riel motions the recognition

for approval of Rosen resignation letter. The board agreed and accepted Rosen's resignation. Chief Riel at the time asked that the board sign off on Rosen's time card due to the fact she had in typed spreadsheet format and then with pencil changed the hours and did not initial and Rosen walked off the job and did not discuss with Chief Riel the hours. The board agreed they would sign Rosen's time card.

D. Recognition of services provided by Elwood Staffing for Temp Position Angel Stevens.

Vice-Chairman Riel noted this item was addressed under Secretary's Report.

E. Resolution 2015-16 Approve a new Auditing and Investment Officer.

Vice-Chairman Riel noted that auditing officers and alternates were previously appointed through 2016 and made a motion to remove Michelle Rosen's name from resolution 2015-06. Commissioner McNulty seconded the motion. Motion carried unanimously.

Vice-Chairman Riel made a motion to rescind Resolution 2015-13 In the matter of Appointing a District Secretary/Auditing/Finance/Investment Officer for 2016. Commissioner McNulty seconded the motion. The motion carried unanimously.

Vice-Chairman Riel made a motion to adopt Resolution 2015-16 In the matter of Appointing a District Secretary/Auditing/Finance/Investment Officer for 2016 and read the resolution aloud. Commissioner McNulty seconded. The motion carried unanimously.

F. Motion to return to the regular Board of Commissioners Meeting Scheduled of 2nd & 4th Mondays of the month.

After discussion Commissioner McNulty made a motion to go back to the 2nd & 4th Monday's of the month for the commissioner meetings. Vice-Chairman Riel seconded the motion. The motion carried unanimously. Chief Riel stated that we must put notice in the Yakima Herald so the public is aware of the meeting changes. Vice-Chairman Riel will update the annual commissioner meeting schedule.

G. Recognition of Station 40 Office Hour Change.

Commissioner Riel reported that the Office will now be open 8-5pm Monday – Friday, and Secretary will take a one hour lunch daily so that no over time accrues:

COMMISSIONER'S REPORT

Vice-Chairman Riel reported that he will be going to the WFCA Board meeting in Olympia this month. A guest speaker has not been arranged for the February YCFCA meeting and Marcia Goss does not want to remain on the YCFCA board as secretary/treasurer so those issues will need to be addressed.

EXECUTIVE SESSION

Vice-Chairman Riel announced at 4:13 pm that the board will go into Executive Session per RCW 42.30.110 (G) to review the performance of a public employee and review of employment agreement and return at 4:45 pm. At 4:44 pm Vice-Chairman Riel asked for an additional 15 minutes for the Executive Session. At 5:00 pm Vice-Chairman Riel announced the meeting will now resume.

ANNOUNCEMENTS

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

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

Vice-Chairman Riel stated due to the passing of Chairman Gendron, that Commissioner McNulty will move up to Vice-Chairman, and he will move up to Chairman. Commissioner McNulty agreed.

NEW BUSINESS

A. Review of Chief Riel's 2016-2018 Employment Agreement

B. Signing of Chief Riel's 2016-2018 Employment Agreement

Chairman Riel announced the review of Chief Riel's 2016-2018 Employment Agreement in Executive Session. Vice-Chairman McNulty made a motion that the raises for 3%, 3%, and 3% be accepted with Chief Riel's employment agreement for 2016-2018. Chairman Riel seconded the motion. The motion carried unanimously.

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signatures. Chairman Riel stated that Angel Stevens sign on the secretary line.

NEXT REGULAR MEETING – Monday, January 11th at 4:00pm

ADJOURNMENT

There being no other business, Vice-Chairman McNulty made a motion to adjourn the meeting. Chairman Riel seconded the motion and the meeting adjourned at 5:04 pm.

Chairman Les Riel

Temp District Secretary Angel Stevens

Vice-Chairman Dan McNulty

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



Chairman Les Riel



Vice-Chairman David Ramynke



Commissioner Beth St. Mary

Attest:



District Secretary Jenifer S Huitt