

**YAKIMA COUNTY FIRE DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
June 10th, 2024**

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, Commissioner Ben St. Mary, Deputy Fire Chief Ray Lamoureux, and Administrative Assistant Morgan Frost. Fire Chief Dale Hille and District Secretary Katelynn Roberts both have excused absences.

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 made a motion to approve the agenda as circulated. Commissioner St. Mary seconded. Motion carried unanimously.

CONSENT AGENDA

SECRETARY'S REPORT

- June 07, 2024 Payroll
- 2023 Annual Report Submitted

PREVIOUS MEETING MINUTES

- May 28th, 2024 BOC Meeting Minutes

CLAIMS REQUESTS FOR APPROVAL

Claims Requests FIRE	\$	96,640.03
Claims Requests EMS	\$	<u>3,487.95</u>
Total Claims	\$	100,127.98

CORRESPONDANCE - None

CHIEF'S REPORT – Attached

Commissioner Brandt made a motion to approve the consent agenda as submitted. Commissioner St. Mary seconded. Motion carried unanimously.

UNFINISHED BUSINESS

- Levy Lid Lift

DC Lamoureux informed the board he has a meeting with Terrace Heights PTA on Monday, June 10th, 2024 to discuss our levy lid lift plan and reasoning. The department received good feedback from the public at the pancake feed. DC Lamoureux will also have a meeting with the East Valley Community Enhancement Association on Tuesday, June 11th, 2024. The department will start putting out signs and banners around the Terrace Heights and Moxee areas. on July 2nd, 2024.

NEW BUSINESS

- Small Business Utilization Plan
- Resolution 2024-05 MRSC Small Works Roster

These both will go hand in hand due to the fact we cannot have one without the other. Commissioner St. Mary made a motion to adopt Resolution 2024-05 MRSC Small Works Roster.

- Chief Leave of Absence / Administrative Furlough

At the planning meeting in Chelan the commissioners, FC Hille, DC Lamoureux, and DS Roberts discussed the plan of action for FC Hille's LOA / Admin Furlough. Chairman Riel made a

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motion to approve FC Hille's LOA / Admin Furlough. Commissioner Brandt seconded. Motion carried unanimously.

- Deputy Chief Lamoureux moved to Acting Chief

DC Lamoureux will be moved to acting Chief until further notice. Commissioner St. Mary made a motion to approved DC Lamoureux as acting Chief. Commissioner Brandt seconded. Motion carried unanimously.

REVIEW OF DRAFTED POLICIES

- Draft Policy 04.03.03 – Shift Trades

Commissioner St. Mary made a motion to approved policy 04.03.03. Commissioner Brandt seconded. Motion carried unanimously.

- Draft Policy 07.01.01 – Bidding Procurement

DC Lamoureux proposed to the board that the purchasing limit be raised to \$750 before having to ask for a purchase order and the Chief purchasing limit before permission from the board to \$1,000 or more. DC Lamoureux will also change the verbiage to make more sense to the department as a whole. Commissioner Brandt made a motion to revise Policy 07.01.01. Chairman Riel seconded. Motion carried unanimously.

COMMISSIONER'S REPORT

Chairman Riel informed everyone that there is no new business to report on the commissioner side.

GENERAL DISCUSSION

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, June 24th, 2024 at 3:30 pm.

ADJOURNMENT

There being no other business Chairman Riel made a motion to adjourn the meeting at 4:05 pm. Commissioner St. Mary seconded. Meeting adjourned at 4:05 pm.



Chairman Les Riel



Commissioner Ben St. Mary

Attest:

Excused Absence

District Secretary Katelynn M. Roberts



Vice-Chairman Tyler Brandt