

**KITTITAS COUNTY FIRE DISTRICT #2
Ellensburg, Washington**

Minutes of: Commissioners' Board Meeting, Regular Session
Meeting date: April 13, 2017
Meeting time: 1900 hours
Meeting place: 400 E. Mountain View, Station 29

Commissioners in Attendance: Pat Clerf, Neil O'Neill, John Smith and Neal Houser. Glenn Huffman had an excused absence.

Others in Attendance: Chief John Sinclair, Deputy Chief Elliott, District Secretary Shannon Hill, FSM Simon and five members in the audience.

1. Call to Order: Commissioner Clerf called the meeting to Order at 1900 hours and led the Pledge of Allegiance.

2. Approval of Agenda:

Commissioner Smith made a motion to approve the agenda. Commissioner O'Neill seconded the motion. There was no further discussion. The Board voted unanimously to approve the agenda as amended.

3. Consent Agenda:

Items listed under the Consent Agenda were distributed to Fire Commissioners in advance for study. All of the following items were enacted with one motion:

3.1 Approve Meeting Minutes

- March 9, 2017 Meeting Minutes
- March 30, 2017 Special Meeting Minutes

3.2 Acknowledge Correspondence

- Thank you note from Beth Brunson
- Email of thanks and appreciation to Eric Enders and Josh Overland from Lt. Danny Evanger from Eastside Fire & Rescue.

3.3 Authorize to pay vouchers

APRIL 2017		
Batch #	Amount	Description
2017.04.01	\$261,178.68	Payroll - General Fund 010
2017.04.02	\$141,750.78	Payroll - EMS Fund 011
2017.04.03	\$61,339.52	Accounts Payable - General Fund 010
2017.04.04	\$50,024.55	Accounts Payable - EMS Fund 011
2017.04.05	\$650.00	Accounts Payable - Construction Fund 020
2017.04.06	\$7,281.86	Accounts Payable - Equipment Fund 041
	\$522,225.39	Total

Commissioner O'Neill Made a motion to approve the consent agenda items as presented. Commissioner Smith seconded the motion. There was no further discussion. The Board voted unanimously to approve the consent agenda items as presented.

4. Public Hearing: None

5. Public Comment: Chief Sinclair introduced Stephanie Jones, State Auditor to the Commissioners.

6. Administrative Reports:

6.1 Finance Report: FSM Simon presented the attached report and there was discussion on the following:

- The utility bills at both Station 21 and 29.
- A review of the financial report for the first quarter of 2017.
- Capital Facilities Plan and the potential need for another study session.

6.2 District Secretary Report: District Secretary Hill presented the attached report.

6.2 Deputy Chief Report: Chief Elliott presented the attached report and there was discussion on the following:

- The Community Paramedicine Program, the caseload, preventative medicine and providing access to available services instead of calling 911.
- The rise in serious suicide attempts.
- Implemented security upgrades made at Station 29 and Station 21.
- Purchasing equipment for the volunteer companies and the cost of new vs. used apparatus.
- The open bid process for the ambulance chassis.
- Contractor bids for Station 22.

6.3 Chief's Report: Chief Sinclair presented the attached report and there was discussion on the following:

- The flood insurance proposal from Nicholson & Associates. The commissioners decided they were not interested in purchasing flood insurance.
- Modification of the storm water ground permit. Chief Sinclair is going to gather more information regarding this.
- The SEPA process for the removal of 800 cubic yards of dirt and replacement with the same amount of gravel and construction of an 1800 sq. ft. accessory building was discussed. We have received the Determination of Nonsignificance; although the fact that we would need to add another hydrant for the building makes the cost of the building very expensive. At this time, Chief Sinclair recommends holding off on moving forward with the construction of a storage building, especially not knowing the cost of replacing Station 22.
- There was discussion regarding some of the warranty station issues and Commissioner Smith gave a report on a station punch list that he created.

6.4 Commissioners Report: None

7. Unfinished Business:

7.1 Mid-Columbia Fisheries Professional Services Agreement: Chief Sinclair presented this agreement stating the original proposal had the District responsible for the cost of working on both sides of the creek. This proposal outlines the work performed with a new cost sheet.

Commissioner Houser made a motion to approve the agreement. Commissioner Smith seconded the motion. There was no further discussion and the motion passed unanimously.

7.2 Merger: Chief Sinclair reviewed with the Board discussion points related to a possible merger with KCFD #1 and KCFD #7:

- District 7 passed a resolution at that last Board meeting to explore options related to a merger.
- Both District 1 and 7 will need to raise their levy rate to \$1.50 for a merger to be possible.
- There has been discussion regarding a functional consolidation agreement but nothing definite.
- There was discussion regarding a suggestion for larger community meetings.
- There was discussion related to long-term benefits of a merger to the citizens and the community, along with making sure that KVFR is ready for any such consolidation.
- Having a capital plan and making sure we can do what needs to be done was discussed.
- Commissioner Smith wondered about the idea of a Regional Fire Authority, Chief Sinclair believes than an Interlocal Agreement (ILA) will accomplish the same thing. Neither Chief Sinclair nor Commissioner Houser are proponents of Regional Fire Authorities.
- Commissioner Clerf expressed concerns about moving forward too quickly and would like to see Chief Sinclair conclude his IAFC term before moving forward.
- Chief Sinclair believes that it is necessary that KVFR not be the driver of any potential merger and that any ILA would not form until fall of 2017.

8. New Business:

- 8.1 Accidental Death & Dismemberment Insurance Proposal: Chief Sinclair presented information regarding this type of policy for the District's volunteers. Something to review and discuss during the budget process.
- 8.2 Line of Duty Death Policy: Chief Sinclair presented this policy to the Board for their review. The Fire Chief has signed the policy. The information was included for Board review.
- 8.3 Inter-local Agreement between KVFR and Kittitas County Public Hospital District 2: Chief Sinclair presented this agreement, the letter to terminate the agreement and the new proposed agreement. Commissioner Smith made a motion to terminate the agreement and send the letter with the new contract. Commissioner O'Neill seconded the motion. There was no further discussion and the motion passed unanimously. Commissioner Houser made a motion for the Board Chair to sign the new agreement. Commissioner Smith seconded the motion. There was no further discussion and the motion passed unanimously.
- 8.4 2016 Performance Benchmark Report: Commissioner Smith made a motion to set a public hearing for May 11, 2017 at 1900 hours to establish 2017 Performance Benchmarks. Commissioner O'Neill seconded the motion. There was no further discussion and the motion passed unanimously.

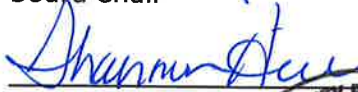
9. Executive Session: None

10. Adjournment

Commissioner O'Neill made a motion to adjourn the meeting. Commissioner Smith seconded the motion. There was no further discussion and the board voted unanimously to adjourn the meeting. The meeting adjourned at 2037 hours.



Board Chair



District Secretary

