

KITTITAS COUNTY FIRE DISTRICT #2
Ellensburg, Washington

Minutes of: Commissioners' Board Meeting
Meeting date: May 13, 2021
Meeting time: 1000 Hours
Meeting place: 400 E. Mountain View, Station 29

Commissioners in Attendance: Glenn Huffman, Neal Houser, Neil O'Neill, and Ross Ogan. Commissioner Clerf had an excused absence.

Others in Attendance: Chief John Sinclair, Deputy Chief Elliott, FSM Manda Becket and ASM Shannon Hill.

1. Call to Order: Commissioner Huffman called the meeting to Order at 1000 hours and led the Pledge of Allegiance.

2. Approval of Agenda:

Commissioner Huffman called for an amendment to the agenda by adding Resolution 21-06 to new business. Commissioner Houser made a motion to approve the agenda, as amended. Commissioner Ogan 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

- April 8, 2021 Proposed Meeting Minutes

3.2 Acknowledge Correspondence

3.3 Authorize to pay vouchers

| MAY 2021 | | |
|---------------------|---------------|---------------------------------------|
| Batch # | Amount | Description |
| 2021.05.01 | \$315,818.82 | Payroll - General Fund 010 |
| 2021.05.02 | \$189,410.93 | Payroll - EMS Fund 011 |
| 2021.05.03 | \$86,748.95 | Accounts Payable - General Fund 010 |
| 2021.05.04 | \$66,528.95 | Accounts Payable - EMS Fund 011 |
| 2021.05.05 | \$1,348.34 | Accounts Payable - Equipment Fund 041 |
| \$659,855.99 | | |

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

4. Public Hearing: None

5. Public Comment: None

6. Administrative Reports

6.1 Finance: FSM Beckett presented the attached report and addressed the following:

- Financial reports and upcoming audit.

6.2 District Secretary Report – No Report

6.3 Deputy Chief Report: Chief Elliott presented the attached report and addressed the following:

- Review of COVID and vaccination efforts in Kittitas County

6.4 Chief Report: Chief Sinclair presented the attached report and addressed the following:

- Update on FMAG issues and a look ahead at fire season this summer.
- Review of the Vantage Bay Community – new development of 240 housing lots and a 40-room boutique hotel.

6.5 Commissioner Report: Chief Sinclair reports that KITTCOM is working on their five-year strategic plan and funding technology update.

7. Unfinished Business

7.1 FSM Hill discussed with the Board the Shared Leave Policy, and how one would go about applying for, using, and donating shared leave.

8. New Business

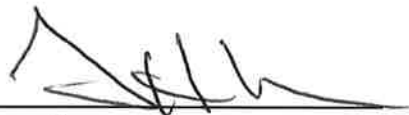
8.1 Resolution 21-06: Transfer of Funds: Commissioner O'Neill made a motion to approve Resolution 21:06. Commissioner Houser seconded the motion. There was no discussion and the motion passed unanimously.

7. Good of the Order: Admin Asst. McBride discussed dual factor authentication for the commissioners.

8. Executive Session: None

9. Adjournment

Commissioner O'Neill made a motion to adjourn the meeting. Commissioner Houser seconded the motion. There was no further discussion and the board voted unanimously to adjourn the meeting. The meeting adjourned at 1041 hours.



Board Chair



District Secretary

