

# YCFD#2 Board of Commissioner Meeting Minutes, March 25, 2025

- A. Call to Order: 18:28
- B. Roll Call: *Commissioner Rex Reed, Commissioner Dan Boyle, Commissioner Brad Helms, Chief Jim Lange, Deputy Chief Scott Willis, Secretary Christine Willis, Lieutenant Jake Stuker(19:12), Firefighter Shain Scribner(19:12), Firefighter Austin Peyser(19:21)*
- C. Approval of Minutes: *February 11, 2025, Meeting Minutes; Motion to approve by Commissioner Reed, 2<sup>nd</sup> by Commissioner Helms, all in favor, approved.*
- D. Executive Session:  
*Performance of a Public Employee per RCW 42.30.110 start time 18.29, end time 19:12 -No decision made.*
- E. General Business:
  - 1. Financial Report:
    - a. Deposits:
    - b. Fund Balances:

|                                |                 |
|--------------------------------|-----------------|
| (1) Expense Fund.....          | \$ 196,513.13   |
| (2) Fire Inv. Pool .....       | \$ 2,048,150.00 |
| (3) EMS Fund.....              | \$ 56,376.08    |
| (4) EMS Inv. Pool.....         | \$ 48,530.00    |
| (5) Fire Reserve Fund.....     | \$ 70.78        |
| (6) Fire Reserve Inv Pool..... | \$ 1,328.00     |
    - c. Review of Expense Vouchers:

|                                  |             |
|----------------------------------|-------------|
| (1) Dan Boyle.....               | \$ 996.00   |
| (2) Brad Helms.....              | \$ 805.00   |
| (3) Rex Reed.....                | \$ 996.00   |
| (4) Christine Willis.....        | \$ 627.29   |
| (5) Yakima County Treasurer..... | \$ 2,097.73 |
| (6) State Auditor Office.....    | \$ 347.75   |
| (7) Snure Law Office.....        | \$ 2,970.00 |
| Total Expense                    | \$ 8,839.77 |

- F. Unfinished Business:
  - Station 24 & 26 Generator Installation – *Station 26 generator is on the pad, ready to go, a part had to be ordered to work with automatic transfer switch, as soon as part is in, it will be up and running. Station 24 generator pad is done, conduit is done, generator is no good, \$10,000-\$12,000 quote to see exactly what is wrong. Commissioner Boyle asked Chief Lange to see what engine is in it because he just received 15 brand new engines.*
  - Road Use Agreement for Access – *Agreement sent for the current driveway at Station 24 due to being off of state highway, all Commissioners agree to have Chief Lange sign.*

**G. New Business:**

Draft ILA Mutual Aid Agreement Discussion – *Chief Lange has not had a chance to red line agreement word for word. Commissioner Reed is good with how the agreement reads to work together and cover our liability. Chief Lange to do a red line edit of the entire agreement and will email to all Commissioners for final review/approval prior to signing.*

**H. Chief's Report:**

Firefighter eligibility update – *Took written test last Tuesday, interviews today all day, 10 left in the process, Station 95 has been scheduled for April 9<sup>th</sup> for workability test, final step to get scores tallied and off to Civil Service for certification.*

2024 Annual Reviews – *Completed.*

Capital Improvement Plan – *Completed and sent out to all Commissioners.*

2024 Annual Report – *Hoping to email out to Commissioners by the end of the week.*

Station 24/26 Lighting- *Complete and bill has been paid.*

Station 22 – *Fenceline is being sprayed for weeds and sterilant in gravel*

US Cellular – *SEPA passed and permit is ready.*

**I. Commissioners' Report:**

Department Records - *Commissioner Reed wants all to ponder records program for easier access due to requests from the State Auditor. Possible additional thumbdrive to keep at the station, Commissioners and Chief Lange need to have paper document access.*

Joint Board/Budget Agreement - *Commissioner Boyle had meeting with Mayor Roger Bell on March 12<sup>th</sup> after the Snure meeting. Roger does not appear to want to do anything different, doesn't want to cause increase to taxpayers. Commissioner Boyle would like the voters to make that decision. Roger to brief Council tonight. Commissioners would like to have 2 from City and 2 from Commissioners to be on a committee for Joint Budget Agreement and bring Chief Lange in as advisor when needed. Commissioners agree with going forward amending agreement with Snure to address issues. Chief Lange to put thought into the formula for discussion.*

*Commissioner Boyle will speak with Roger and will schedule a joint board meeting.*

**J. Secretary's Report:**

Secretary Position – *Secretary Willis stated due to her day career, she needs to step down as District Secretary and ask that the Commissioners find a replacement. She will continue as District Secretary until a replacement is found and she can train them. Chief Lange stated there was creative thinking for the department on how to manage that position, potential additions to the department could handle some of the work. Commissioner Reed mentioned a possible accounting department to do some of the financial part.*

State Audit - *Secretary Willis brought in a box of 4 years of records for the State Auditor who will be at the station on Thursday to go through.*

**K. Public Comment:**

*No new business.*

**L. Good of the Order:** *Chief Lange said Friday will be the Council retreat, department heads have been directed to provide a 15 minute overview to the Council, goals for department, call volume, percentage of EMS vs. Fire calls.*

**M. Adjournment:** *19:51*

**Next Meeting: April 8, 2025, SFD Sta. 21, 18:30**