

## YCFD#2 Board of Commissioner Meeting Minutes, December 12, 2023

- A. Call to Order: 18:30
- B. Roll Call: *Commissioner Rex Reed, Commissioner Dan Boyle, Commissioner Brad Helms, Chief Jim Lange (18:40), Deputy Chief Scott Willis, Secretary Christine Willis*
- C. Approval of Minutes: *November 14, 2023, Meeting Minutes; Motion to approve by Commissioner Helms, 2<sup>nd</sup> by Commissioner Boyle, all in favor, approved.*
- D. General Business:
1. Financial Report:
    - a. Deposits:

YCFC Meeting/Dinner Hosting.....	\$ 975.00
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    - b. Fund Balances:

(1) Expense Fund.....	\$ 672,218.42
(2) Fire Inv. Pool .....	\$ 1,948,150.00
(3) EMS Fund.....	\$ 62,593.77
(4) EMS Inv. Pool.....	\$ 43,530.00
(5) Fire Reserve Fund.....	\$ 18.12
(6) Fire Reserve Inv Pool.....	\$ 1,328.00
    - c. Review of Expense Vouchers:

(1) City of Selah(Fire).....	\$ 461,948.00
(2) City of Selah(EMS).....	\$ 76,054.00
(3) Cascade Fire & Safety.....	\$ 6,113.54
(4) Dan Boyle.....	\$ 640.00
(5) Brad Helms.....	\$ 798.00
(6) Rex Reed.....	\$ 798.00
(7) Christine Willis.....	\$ 668.55
(8) Allan Insurance.....	\$ 3,015.00
<b>Total Expense</b>	<b>\$ 550,035.09</b>

**Financial Report:** *Secretary Willis accidentally filled out the wrong tab on the claims creating an error on the Financial Report/Fund Balances in reference to the EMS Fund and Fire Reserve Fund as shown on agenda. She spoke with the Auditor's office and made sure the money was pulled from the correct EMS fund on 11/29/23. Financials have been corrected and December 12, 2023 minutes reflect the corrected numbers.*

**E. Unfinished Business:**

Single Ambulance Provider RFP, Concerns For Ambulance Responses Update – *Deputy Chief Willis stated the agreement is back from attorney, now in AMR's hands. Chief Lange states the contract should be done by the end of the year, 90 day implementation. Brand new ambulances stored, 6 at West Valley, 6 at East Valley, Selah may be storing some in the next week or so. Chief Lange stated that AMR is running out of room for their new ambulances.*

**F. New Business:**

Appoint Alternate Auditing Officer – *Commissioner Helms moves to appoint Commissioner Boyle as Alternate Auditing Officer, Commissioner Reed 2<sup>nd</sup> the motion, all in favor, approved.*

Resolution 3-24 – Resolution Appointing Auditing Officers – *Commissioner Helms moves to accept Resolution 3-24 Appointing Auditing Officers, Commissioner Reed 2<sup>nd</sup> the motion, all in favor, approved.*

Resolution 4-24 – Resolution Appointing Secretary– *Commissioner Helms moves to accept Resolution 4-24 Appointing Secretary, Commissioner Reed 2<sup>nd</sup> the motion, all in favor, approved.*

Resolution 5-24 – Resolution Appointing Investing Officers– *Commissioner Helms moves to accept Resolution 5-24 Appointing Investing Officers, Commissioner Reed 2<sup>nd</sup> the motion, all in favor, approved.*

Resolution 6-24 – Resolution Appointing Alternate Auditing Officer– *Commissioner Helms moves to accept Resolution 6-24 Appointing Alternate Auditing Officer, Commissioner Reed 2<sup>nd</sup> the motion, all in favor, approved.*

Resolution 7-24 – Resolution Adopting 2023 Hazard Mitigation Plan– *Commissioner Helms moves to accept Resolution 7-24 Adopting 2023 Hazard Mitigation Plan, Commissioner Reed 2<sup>nd</sup> the motion, all in favor, approved.*

Financial Transaction Form To Be Signed – *form passed around and signed by all investing officers.*

Oath of Office Brad Helms – *Commissioner Helms read the Oath of Office, accepted his responsibilities, and signed; Secretary Willis notarized.*

**G. Chief's Report:**

County ARPA Agreement – *Received back ordered parts for the extrication equipment, Chief Lange will be submitting to the County for reimbursement of \$88,000 for the ARPA Grant.*

Training Officer – *Training Officer position remains open until December 26, 2023.*

Scout Lake – *No communication from Rod at this time.*

Council Meeting – *Budget was approved. Councilman Wickenhagen approved the budget as presented with the exception that the police chief is paid the same salary as the fire chief. Chief Lange argued against Chief Christman receiving salary increase and reminded Council the fire department and police department are two very different departments, 3 ½ square mile city for police compared to 50 square mile fire protection area. Council passed what they had for now, salary ordinance will be revisited in 2024. Commissioners Reed, Helms and Boyle asked Chief Lange to let the new Selah Mayor, Treasurer/Clerk and City Administrator know that we would like to have a meet and greet as well as plan a new Joint Board meeting for later in the 2024 year.*

Former Member/Current YTC Firefighter Passing– *Deputy Chief Willis handled situation very well with assistance from Firefighter Tony Miller while Chief Lange was out.*

Awards Banquet – *Commissioner Helms and Commissioner Reed are unable to attend.*

*Commissioner Boyle will attend with a speech ready.*

Cascade Fire – *Mark Merit let Chief Lange know that he is expecting his 30-day notice by the end of the week that the truck will be done and will avoid holidays and poor weather travel as much as possible. Should have truck by end of January in Selah to start training on. Attic ladder is on back order until February.*

**H. Commissioners' Report:**

Appoint New Commissioner Chairman for 2024 – *Commissioner Helms moves to appoint Commissioner Boyle as Commissioner Chairman for 2024, Commissioner Reed 2<sup>nd</sup> the motion, all in favor, approved.*

**I. Secretary's Report:**

*Secretary Willis handed out document to the Commissioners from the Office of Financial Management, effective as of January 1, 2024, Commissioner compensation will be \$161.00.*

**J. Public Comment:**

*No new business.*

**K. Adjournment:** *19:14*

**Next Meeting: January 9, 2024, SFD Sta. 21, 6:30 PM**