



# SELAH CITY COUNCIL

## Study Session

September 10, 2024

4:30 p.m. – Fire Department Salary Comparison

5:00 p.m. – Joint Meeting with Planning Commission



*Chief James Lange*

**Selah Fire Department  
Yakima County Fire District # 2**

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# **Selah Fire Department**

## **Salary Comparison**

## **Analysis and Proposal**

## **For 2025 Annual Budget**

**Council and Commissioner Copy**

**Table of Contents**

**Introduction..... 3**

**Purpose..... 4**

**Salary Comparison Analysis..... 4 - 8**

**Benefits..... 9**

**Drawbacks..... 10**

**Proposal Request..... 10**

**Conclusion..... 10**

**Supporting Documentation.....11 - 23**

## **Introduction:**

The Selah Fire Department provides fire and emergency medical services for the City of Selah and Yakima County Fire Protection District #2 out of four stations. The City of Selah and Yakima County Fire Protection District #2 legally combined their fire departments in 1966 creating the department that now exists. This move was one of the most progressive actions taken since the creation of both fire departments. It has saved the taxpayers thousands of dollars by eliminating duplication in administrative costs, equipment and building needs, operational costs and utilization of manpower.

The department responds to an area of 65 square miles with approximately 4.5 square miles and a population of 8,450 within the city limits of Selah, and 60.5 square miles and a population of approximately 12,300 within Yakima County Fire District #2 boundaries.

In the past 3 years, the Selah Fire Department has responded to an average of 1,967 calls per year. This is a call volume increase of 300 since our last comparison.

The Selah Fire Department is a combination department made up of career staff and volunteer members. Volunteers, technically considered "Paid On-Call" members, receive a stipend for attending drills and responding on calls. These members make up approximately 88% of the membership when fully staffed. Currently there are 52 paid on call members; 39 assigned to Station 21, 10 of which are support personnel, 5 at Station 22, 9 at Station 24, 5 at Station 26, plus a full-time staff of 12 combat personnel and 1 administrative assistant working out of Station 21 in the city. This is the same number of employees as all city departments combined.

In addition to responding to emergency calls, the career staff are also responsible for; preparing an annual joint budget for the maintenance and operation of 3 district stations and 1 city station and all administrative duties, maintaining an amortization schedule for apparatus, personal protective equipment and capital expenditures, overseeing capital building projects, performing fire and life safety inspections on all businesses within the city, plan review for adequate water supply and apparatus access for new developments and commercial properties, providing fire safety education to school children, seniors, businesses and specialty groups, development of pre-fire plans of all commercial properties, schools and apartment complexes, update and develop new policies as needed, maintain a data base of all equipment inventories, develop training classes, develop and oversee department recruit school, maintain a data base of all training activities, maintaining all apparatus and equipment, maintaining all stations and out buildings, lawn and landscaping care, perform annual hose testing, perform annual pump testing, maintain a data base of all fire and EMS responses, servicing all fire hydrants within the city, radio programming, maintain the department web site and Facebook page, processing volunteer payroll, processing all fire department related bills, grant writing, insuring compliance with nationally recognized standards, staying abreast of state and federal mandates effecting the fire service, support all volunteer personnel and activities, oversee and participate in safety committee and accident review meetings, and participate in county wide fire and EMS organizations.

The additional duties are over and above those required of other department's fulltime personnel.

## **Purpose:**

In 2021, the City Council agreed to and accepted the Fire Department's Salary Comparison Analysis and Proposal for the 2022 budget, which included a timeline of salary comparisons every three (3) years. This is the Salary Comparison Analysis and Proposal for the 2025 budget in accordance to this agreement.

The purpose of this proposal is to provide information for decision making, outline the benefits and drawbacks of the proposal, and share the data of the salary comparisons from other comparable fire departments. This will in turn provide fair and equal compensation for fire department personnel, help us to avoid the costs of possible unionization of firefighters, keep quality employees in our department, and avoid turnover and the costs associated.

This proposal has also been planned out to provide for room in salaries between positions to allow for future growth and succession planning. Our department is steadily growing in call volume and population requiring a need to expand on our department.

## **Salary Comparison Analysis:**

The following salary comparison was conducted using the same 10 fire departments of the original agreement and proposal of comparable sized fire departments from the northwest region. These 10 departments were narrowed down to 5 to simplify the comparison and data, and to keep a list of departments with the most sustainable positions for future comparison needs.

Department demographics used for comparison include; coverage area size (square miles), annual emergency call volume, coverage area population, and overall cost of living index from the U.S. Census data via Bestplaces.net.

All fire department positions are itemized separately for accurate salary comparisons. The same departments were used for each comparison. If a department used for comparison did not have the position filled, or did not supply the data, the next closest comparable department was used.

Salaries listed are the highest wage if a salary range was provided for comparison, and all are 2023 or 2024 salaries in approved budgets.

- The salaries proposed would represent the top wage for each fire department position.
- The Fire Department Administrative Assistant position is not included in the comparison and is based on other similar positions in the city.
- All comparable department documentation used for analysis available upon request.

**See next pages**

## Firefighter/EMT:

City/District	Coverage area in sq. mi.	2023 Call Volume	Population	COL Index	Annual salary	Monthly Salary
<b>SELAH, WA</b>	<b>65 (4.5 City)</b>	<b>2050</b>	<b>20,788 (8,450 City)</b>	<b>92.1</b>	<b>\$ 78,048</b>	<b>\$ 6,504</b>
Mt.View-Auburn, WA	70	2647	19,339	158.1	\$ 110,595	\$ 9,216
Benton Co. #4-W. Richland	52	2192	22,000	100.5	\$ 83,652	\$ 6,971
Buckley, WA	25	1500	5,000	122.7	\$ 91,236	\$ 7,603
C. Whidbey Island, WA	50	1550	9,000	121.2	\$ 89,318	\$ 7,443
City of Chehalis	6	2068	7,535	97.6	\$ 82,608	\$ 6,884
City of Cheney	6	1461	12,410	103.1	\$ 78,432	\$ 6,536
Duvall, WA	55	1250	14,300	158.1	\$ 98,524	\$ 8,210
East Valley, WA	125	1642	23,800	92.1	\$ 79,321	\$ 6,610
Fall City, WA	3	800	5,400	158.1	\$ 107,196	\$ 8,933
KVFR, Ellensburg	278	3200	28,500	106.5	\$ 94,020	\$ 7,835
Averages for all listed comparisons	67	1831	14,728	121.8 29.7% +	\$ 91,490 Annual	\$ 7,624 Monthly
Averages for five most comparable	48	1783			\$ 85,784 Annual	\$ 7,149 Monthly
<b>Average is just under 10% higher than Selah</b>			<b>Propose 9.5% increase = \$85,463</b>			
N/A - no position at department or not currently budgeted for						
* COL is overall Cost Of Living index from Best Places website per U.S. Census information						
** All numbers taken from department published 2023/2024 budget cycle (one year behind)						
* All areas lower than Selah are in red, most comparable are highlighted.						
Updated 9/3/24						

## Lieutenant and Captain:

City/District	Coverage area in sq. mi.	2023 Call Volume	Population	COL Index	Yr. salary Lt.	Yr. salary Capt.
<b>SELAH, WA</b>	<b>65</b> <b>(4.5 City)</b>	<b>2050</b>	<b>20,788</b> <b>(8,450 City)</b>	<b>92.1</b>	<b>\$ 84,840</b>	<b>\$ 92,208</b>
Mt.View-Auburn, WA	70	2647	19,339	158.1	\$ 123,866	\$143,502
Benton Co. #4-W. Richland	52	2192	22,000	100.5	\$ 96,200	\$108,748
Buckley, WA	25	1500	5,000	122.7	N/A	\$ 97,800
C. Whidbey Island, WA	50	1550	9,000	121.2	N/A	\$ 98,091
City of Chehalis	6	2068	7,535	97.6	N/A	\$ 99,012
City of Cheney	6	1461	12,410	103.1	\$ 92,691	\$ 97,776
Duvall, WA	55	1250	14,300	158.1	\$ 110,544	\$125,322
East Valley, WA	125	1642	23,800	92.1	\$ 87,253	\$ 95,185
Fall City, WA	3	800	5,400	158.1	\$ 120,060	\$128,640
KVFR, Ellensburg	278	3200	28,500	106.5	\$ 103,422	\$112,824
Averages for all listed comparisons	67	1831	14,728	121.8 29.7% +	\$ 104,862 Year/Lt.	\$110,690 Year/Capt
Averages for five most comparable	48	1783			\$ 95,625 Annual	\$102,772 Annual
<b>Average is 12.5% (Lt) &amp; 11.5% (Capt) higher than Selah</b>				<b>Propose 12% (Lt) increase = \$95,020</b>		
				<b>Propose 11% (Cpt) increase = \$102,351</b>		
N/A - no position at department or not currently budgeted for						
* COL is overall Cost Of Living index from Best Places website per U.S. Census information						
** All numbers taken from department published 2023 budget (one year behind)						
* All areas lower than Selah are in red, most comparable are highlighted.						
Updated 9/3/24						

**Deputy Chief:**  
(Not including Fire Marshal duties)

City/District	Coverage area in sq. mi.	2023 Call Volume	Population	COL Index	Annual salary	Monthly Salary
<b>SELAH, WA</b>	<b>65 (4.5 City)</b>	<b>2064</b>	<b>20,788 (8,309 City)</b>	<b>92.1</b>	<b>\$ 115,116</b>	<b>\$ 9,593</b>
Mt.View-Auburn, WA	70	2647	19,339	158.1	\$ 200,000	\$ 16,667
Benton Co. #4-W. Richland	52	2192	22,000	100.5	\$ 121,296	\$ 10,108
Buckley, WA	25	1500	5,000	122.7	\$ 129,396	\$ 10,783
C. Whidbey Island, WA	50	1550	9,000	121.2	\$ 115,000	\$ 9,583
City of Chehalis	6	2068	7,535	97.6	\$ 129,204	\$ 10,767
City of Cheney	6	1461	12,410	103.1	\$ 103,140	\$ 8,595
Duvall, WA	55	1250	14,300	158.1	\$ 153,000	\$ 12,750
East Valley, WA	125	1642	23,800	92.1	\$ 127,000	\$ 10,583
Fall City, WA	3	800	5,400	158.1	\$ 167,743	\$ 13,979
KVFR, Ellensburg	278	3200	28,500	106.5	\$ 165,005	\$ 13,750
Averages for all listed comparisons	67	1831	14,728	121.8 29.7% +	\$ 141,078 Annual	\$ 11,757 Monthly
Averages for five most comparable	48	1783			\$ 131,501 Annual	\$ 10,958 Monthly
<b>Average is over 14.5% higher than Selah</b>		<b>Propose 14% increase = \$131,232</b>				
N/A - no position at department or not currently budgeted for						
* COL is overall Cost Of Living index from Best Places website per U.S. Census information						
** All numbers taken from department published 2023 budget (one year behind)						
* All areas lower than Selah are in red, most comparable are highlighted.						
Updated 9/3/24						



**Fire Chief:**

City/District	Coverage area in sq. mi.	2023 Call Volume	Population	COL Index	Annual salary	Monthly Salary
<b>SELAH, WA</b>	<b>65 (4.5 City)</b>	<b>2064</b>	<b>20,788 (8,309 City)</b>	<b>92.1</b>	<b>\$ 143,892</b>	<b>\$ 11,991</b>
Mt.View-Auburn, WA	70	2647	19,339	158.1	\$ 228,000	\$ 19,000
Benton Co. #4-W. Richland	52	2192	22,000	100.5	\$ 162,298	\$ 13,525
Buckley, WA	25	1500	5,000	122.7	\$ 172,812	\$ 14,401
C. Whidbey Island, WA	50	1550	9,000	121.2	\$ 153,515	\$ 12,793
City of Chehalis	6	2068	7,535	97.6	\$ 138,840	\$ 11,570
City of Cheney	6	1461	12,410	103.1	\$ 141,444	\$ 11,787
Duvall, WA	55	1250	14,300	158.1	\$ 198,500	\$ 16,542
East Valley, WA	125	1642	23,800	92.1	\$ 145,000	\$ 12,083
Fall City, WA	3	800	5,400	158.1	\$ 180,180	\$ 15,015
KVFR, Ellensburg	278	3200	28,500	106.5	\$ 185,702	\$ 15,475
Averages for all listed comparisons	67	1831	14,728	121.8	\$ 170,629	\$ 14,219
Averages for five most comparable	48	1783		29.7% +	\$ 157,071	\$ 13,089
<b>Average is over 10+% higher than Selah</b>					<b>Propose 10% increase = \$158,281</b>	
N/A - no position at department or not currently budgeted for						
* COL is overall Cost Of Living index from Best Places website per U.S. Census information						
** All numbers taken from department published 2023 budget (one year behind)						
* All areas lower than Selah are in red, most comparable are highlighted.						
Updated 9/3/24						

## Benefits:

1. \* No additional budget contributions required from the City or Fire District, and no budgetary impact to the city to complete proposal. All costs incurred from Fire Department budget only – At current/historical average annual revenues from previous years, the fire department would not need to request additional funding to sustain the salaries proposed. If there are no dramatic changes in revenues, expenditures, or loss of revenue sources, the department can operate at current rate, fund expected equipment replacement, and maintain proposed salaries, per our forecasting model.
2. Fair and equal employee salaries – The department employees are familiar with comparable wages for each position and the department is falling behind in keeping up with current comparable salaries. The previous proposal was made at much less than the average for each position because salaries were so far behind at the time. The current proposal is made to come close to the average of comparable salaries and would make employees more equal to the comparable departments.
3. Proposal will reset the salary gaps between positions – Because our area has grown and is still growing quickly, the need to expand the fire department is great. The demand for other positions within the department will be essential to provide an adequate chain of command and span of control.
4. Avoid potential firefighter union – We are the only fire department in the area with fulltime firefighters that do not belong to a union. This has been beneficial for both the City and the District. Comparable wages and maintaining a good work environment provide staff no reason to unionize. The department’s budget would not be able to maintain our current staffing level and keep the equipment replacement plan with firefighters joining the local union. This cost increase would come from having required staffing levels to meet national standards (hire more firefighters), shift trading (overtime compensation), plus the cost of supplies to employ more personnel. Union firefighters are also not required to do additional tasks (as listed above) like mowing the yard and minor vehicle maintenance. This would increase budget costs of equipment repair by needing companies to come here, or deliver our equipment to be repaired. We are proud that we back and support our firefighters in ways so the union is not needed.
5. Promotes and maintains a comfortable work environment to retain long-term employees – This would meet comparable salary ranges to retain the quality employees that we currently have and reduce the need for them to look elsewhere for career advancement.
6. Maintain a healthy volunteer membership – Equal salaries reduces the risk of a union and reduces hiring more FTEs that takes away from volunteer participation opportunities.
7. Provides opportunity and incentive for employees to promote within – This would allow more room for wage ranges between all positions to create incentive to promote from within as we grow. Currently, the salary increases from one position to the next is not enough to encourage promoting within, or hiring from outside of the department.

## **Drawbacks:**

1. The increase in salary and benefits may reduce the ability of hiring more firefighters in the timeframe outlined in our 10 year Capital Improvement Plan – Successful grant opportunities and responsible budgeting would still allow for growth in short term.
2. The schedule of salary comparisons to be performed every 3 years to keep up with the industry creates a small amount of work, but is easily done to assist with the budget process – The comparison analysis will need to stay on its schedule with or without acceptance of this proposal.
3. Denial of proposal – This would put fire department employee salaries out of range of current comparable salaries and only makes the increase of the next comparison larger and creates additional budgeting challenges.
4. If continued growth exceeds our current improvement plan, additional staff would need to be added, creating additional cost to the budget – But if this were to happen, we would already need to seek additional funding for general operation.

## **Request:**

I am asking the Joint Board (City Council and YCFD#2 Fire Commission) to approve this proposal for the 2025 budget for fire personnel salaries. This proposal provides for salaries that closely match the average salaries of like positions in current comparable departments, allows for step increases between positions, is sustainable with current budget contributions and will help to keep quality employees local in this time of great national demand for fire personnel positions.

## **Conclusion:**

The Selah Fire Department covers an area of much more than the City of Selah. We have a 65 square mile coverage area and serve more than 20,000 residents. We are also a unique department that is combined of the City of Selah and Yakima County Fire District #2 that operate under an agreement that has been in place for over 55 years. We have a joint budget that both entities contribute to. Currently, the city supplies just under 41% of the fire department budget revenues, and the district provides just over 59%.

The comparable salaries provided are comprised of northwest departments of similar size, and are from current budgets. To avoid large turnover and retain quality employees, I am requesting the provided proposal for salary adjustments.

Thank you for your consideration and support,

James Lange  
Fire Chief  
Selah Fire Department

**Supporting Documentation:**

Benton County #4

**2024**

(This reflects will reflect a 2024 COLA 5.1% increase of 2023 Top Step Firefighter)

	Entry Level 80%	Lateral 90%	Top Step 100%
Firefighter	\$66,922	\$75,287	\$83,652

	1 <sup>st</sup> Year 110%	2 <sup>nd</sup> Year 115%
Lieutenant	\$92,017	\$96,200

	1 <sup>st</sup> Year 125%	2 <sup>nd</sup> Year 130%
Captain	\$104,565	\$108,748

	1 <sup>st</sup> Year 140%	2 <sup>nd</sup> Year 145%
Battalion Chief	\$117,113	\$121,296

Signed this day 25 of October, 2023 in Benton County Washington


  
Raul Marroquin  
President

  
Garrett Goodwin  
Commissioner Chair

  
Thomas Harper  
Executive Board

  
Fred Brink  
Commissioner

  
Tim Birch  
Secretary

  
Micheal VanBeek  
Commissioner

## EMPLOYMENT AGREEMENT

### FIRE CHIEF

This Agreement is entered into between Benton County Fire Protection District #4, hereafter referred to as the "District" and Paul E. Carlyle, hereafter referred to as the "Fire Chief"

The District entered this Employment Contract with the Fire Chief dated October 1, 2020.

The District hereby employs Paul E. Carlyle as the Fire Chief of the District and Paul E. Carlyle hereby accepts the employment on the terms and conditions set forth below.

1. Duties. The Chief shall be the executive and administrative officer of the District and as such shall carry out the duties and functions established and modified from time to time by the Board of Fire Commissioners, including the following:
  - 1.1 Perform such services for the District as directed by the Board of Commissioners in the manner and to the extent permitted by the laws of the State of Washington and in accordance with the policies of the District as established by the Board of Fire Commissioners.
  - 1.2 Supervise, discipline, suspend, reprimand, hire, promote, and demote paid and volunteer personnel.
  - 1.3 Direct and supervise the training of personnel of the District. Establish and enforce a manual of operating procedures of the District and provide for the maintenance of the equipment, facilities and stations. Prepare a proposed annual budget for commission consideration; authorize the purchase of all equipment, supplies and services necessary for the proper operation and maintenance of the facilities of the District as budgeted; provided however, that unbudgeted purchases may be made pursuant to District policy.
  - 1.4 Prepare and maintain all appropriate records that may be required by law or by direction of the Board of Fire Commissioners.
  - 1.5 Assign duties to personnel of the District and supervise the performance of the duties. Provided that the duties so assigned shall conform to the resolutions and other prior directions of the Board of Fire Commissioners.
2. Compensation. For all services rendered by the Fire Chief under this agreement, the District shall provide the following compensation:

- 2.1. A gross annual salary of \$140,000.00 payable in equal monthly installments to be paid on before the first day of each month. In the event that this contract continues beyond its termination date as described in Section 9, the annual salary for the upcoming calendar year will be evaluated annually, on date of hire for merit adjustments based on the Chief's performance during the previous year. Cost of living adjustments will be base on comparable with in the area, which will be awarded annually. See Appendix A
- 2.2. The District shall pay the employer's portion of the L.E.O.F.F monthly premium and shall provide coverage for the Chief and his eligible dependents under the medical, dental, and vision plans carried by the District, or any other Health and Welfare plan that is provided by the District to their employees.
- 2.3. The District will provide matching contributions to the Washington Deferred Compensation up to 4%.
- 2.4. The District shall provide uniforms, PPE and related safety equipment.
- 2.5. The District will contribute three thousand dollars (\$3000) annually to a Health Reimbursement Account (HRA) plan established with Benefit Plans Administrative Service Inc.

Vacation.

- 3.1. The Fire Chief shall accrue vacation at the rate of 24 hours per month.
- 3.2. The Fire Chief's may carry a vacation leave balance on the books of up to a maximum of 3 times his annual accrual rate. The Fire Chief shall forfeit without compensation any accrued, but unused, vacation leave in excess of the foregoing amount.
- 3.3. Upon separation of employment from the District, the District will compensate the Chief for the cash value of his accrued, but unused, vacation leave on the books.

Personal/Sick Leave.

- 4.1. The Fire Chief shall be granted personal/sick leave at the rate of 8 hours per month, up to a maximum accrual of 1040.
- 4.2. The District shall pay the Fire Chief the cash value of twenty-five percent (25%) of his accrued, but unused, sick leave upon his retirement in "good standing" from the District ("good standing" shall be determined by the District in its discretion). In the event the Fire Chief is killed in the line of duty, the District shall pay his estate the cash value of 100% of his accrued, but unused, sick leave.

5. Life/Disability Insurance. The District shall provide the Fire Chief with life and disability insurance in accordance with the District's current Insurance Policy.
6. Working Facilities. The District shall furnish the Fire Chief with such facilities and equipment as are necessary for the adequate performance of his job duties – subject to the budget limitations of the District.
7. Termination for Cause. The Fire Chief's employment may be terminated by the Board of Fire Commissioners for any of the following reasons:
  - 7.1 Incompetency, inefficiency, or inattention to or dereliction of duties.
  - 7.2 Dishonesty, intemperance, immoral conduct, insubordination, discourteous treatment of the public, or a fellow employee, or any other act of omission or commission tending to injure the public service, or any other willful failure on the part of the Chief to maintain proper conduct.
  - 7.3 If the Fire Chief becomes mentally or physically disabled and unable to perform his essential job functions, with or without a reasonable accommodation.
  - 7.4 Fraudulent, unethical, disgraceful, or other conduct which is prejudicial to the operation of the District or its standing in the community.
  - 7.5 Drunkenness or use of intoxicating liquors, narcotics, or any other habit forming drug, liquid or preparation to such extent that the use therefore interferes with the efficiency or mental or physical fitness of the Fire Chief, or which precludes the Fire Chief from Properly performing the functions and duties of the position of Fire Chief.
  - 7.5 Conviction of a felony, or a misdemeanor, involving moral turpitude.
  - 7.6 Failure to faithfully and diligently perform the duties of the position of Fire Chief, including, without limitation, those duties set forth in Section 1 of this Agreement.
8. Termination without Cause. The District may also terminate this Agreement and the employment of the Fire Chief without cause, by giving the Fire Chief thirty (30) days prior written notice. In the event the District terminates this Agreement for reason other than those reasons described in Sections 7.1 to 7.7, the Fire Chief is entitled to receive pay and benefits for twelve (12) calendar months from the effective date of the termination of this agreement. The Fire Chief likewise may terminate this agreement by giving the District thirty (30) days advance written notice.


9. Term. This Agreement shall become effective October 1<sup>st</sup> 2020, and will remain in effect through, September 30<sup>th</sup>, 2025 unless terminated at an earlier date pursuant to Sections 7 or 8 above.
10. Vehicle. The District will provide a vehicle for the official use of the Fire Chief, which shall include personal use by the Fire Chief when the Fire Chief is subject to call by the District.
11. Employment Hours. The position of Fire Chief is a full-time position. The Chief Shall work such hours as may be necessary to perform the assigned duties.
12. Employment Evaluation. The Board of Fire Commissioners shall perform and provide to the Fire Chief a written job performance evaluation annually and at such other times as determined by the Board of Fire Commissioners. Performance shall be measured against goals established by the Board of Fire Commissioners.
13. Residency Requirement. The Fire Chief will live within a 20-minute response time to the nearest District Fire Station.
14. Memberships. The District shall pay for membership in various associations in support of the Fire Chief's position. The list of associations will be negotiated with the Board of Fire Commissioners.
15. Tuition reimbursement. will be paid for any additional education enhancements that the Fire Chief and Board of Fire Commissioners agree to. The Fire Chief must complete the courses with a minimum of a letter grade of B.
16. Holidays. The Fire Chief shall have the benefit of the following District recognized holidays, provided his job duties do not require him to work on any particular holiday:

New Year's Day	Veteran's Day
President's Day	Thanksgiving
Memorial Day	Day after Thanksgiving
4 <sup>th</sup> of July	Christmas Eve Day
Labor Day	Christmas Day
8-Hour Floating Holiday	

16. Renewal of Contract. This contract will renew automatically if there are no changes or amendments made to the document.



BENTON COUNTY FIRE  
PROTECTION DISTRICT NO. 4

By:   
Chair of the Board

  
Paul E. Carlyle  
Fire Chief

**Appendix A**

**Salary Schedule**

Based on the Districts' ability to pay the annual cost of living adjustments (COLA) and below is a reference guide to be utilized base on a 3% per year increase. However, whatever rank and file COLA's are is what the actual COLA will be. Any changes to COLA schedule can be made with an addendum to the appendix.

Year	Per Hour 2080 hours/year	Per Month	Per Year
2020	\$ 67.31	\$ 11,666.67	\$ 140,000.00
2021	\$ 69.33	\$ 12,016.67	\$ 144,200.00
2022	\$ 71.41	\$ 12,377.17	\$ 148,526.00
2023	\$ 73.55	\$ 12,748.48	\$ 152,981.78
2024	\$ 75.76	\$ 13,130.94	\$ 157,571.23
2025	\$ 78.03	\$ 13,524.86	\$ 162,298.37

Starting on January 1<sup>st</sup>, 2023 salary increase will occur on January 1<sup>st</sup> of each year.

2023			Union Comparable	Union Comparable	Union Comparable	Union Comparable	Union Comparable	Union Comparable	Union Comparable		
<b>Deputy Chief</b>	<b>CWIFR</b>	<b>Deputy Chief</b>	<b>Chelan 7</b>	<b>Deputy Chief</b>	<b>King 27 (Fall City)</b>	<b>Deputy Chief</b>	<b>Orting Valley Fire &amp; Rescue</b>	<b>Deputy Chief</b>	<b>Snohomish Fire District 21</b>	<b>Deputy Chief</b>	<b>South Pierce Fire &amp; Rescue #17 (Eatonville)</b>
Assessed Value	\$2,955,035,123	\$4,158,449,269	\$1,674,715,588	\$2,366,797,829	\$2,318,457,893	\$1,609,887,923	\$3,157,062,411	\$190,838,322	\$173,197,188	\$173,197,188	\$173,197,188
Population	8,536	8,000	6,400	16,380	14,641	9,103	22,676	22,676	22,676	22,676	22,676
Years Length of Employment	1 month	1	23		27		13				
<b>Hours of Work &amp; Leave Benefits</b>											
Annual Hours of Work	2080	2080	2080	2080	2080	2080	2080	2080	2080	2080	2080
Annual Leave (Total Hours)		208	240	240	220	256	256	256	256	256	256
Sick Leave (Total Hours)		96	120	120	120	120	120	120	120	120	120
Holidays (Total Hours)		110	120	120	100	120	120	120	120	120	120
Total or PTO (Vac, Sick, Holiday)	304	414	480	480	440	580	580	580	580	580	580
<b>Salary</b>											
Base Pay	\$115,000.00	\$121,275.00	\$159,756.00	\$143,132.00	\$143,132.00	\$125,343.00	\$125,343.00	\$125,343.00	\$125,343.00	\$125,343.00	\$125,343.00
Hourly Rate	\$55.29	\$58.31	\$76.81	\$68.81	\$68.81	\$60.26	\$60.26	\$60.26	\$60.26	\$60.26	\$60.26
<b>Benefits</b>											
MERP	\$0.00										
HRA VEBA	\$0.00		\$1,775.00								\$2,208.00
Supplemental Disability	\$0.00		\$1,200.00								
Deferred Compensation	\$10,350.00	\$12,127.50	\$2,844.00	\$9,303.58	\$9,303.58	\$2,568.00	\$2,568.00	\$2,568.00	\$2,568.00	\$2,568.00	\$2,568.00
Retirement	\$6,681.16	\$7,110.35	\$8,666.58	\$8,124.82	\$8,124.82	\$6,873.33	\$6,873.33	\$6,873.33	\$6,873.33	\$6,873.33	\$6,873.33
SSI	\$0.00										
Longevity	\$0.00										\$1,044.53
Education	\$0.00										\$208.91
Annual Leave	\$0.00	\$12,127.50	\$18,433.38	\$15,138.96	\$15,138.96	\$15,426.83	\$15,426.83	\$15,426.83	\$15,426.83	\$15,426.83	\$15,426.83
Sick Leave	\$0.00	\$5,597.31	\$9,216.69	\$8,257.62	\$8,257.62	\$12,293.26	\$12,293.26	\$12,293.26	\$12,293.26	\$12,293.26	\$12,293.26
Holiday Pay	\$0.00	\$6,413.58	\$9,216.69	\$6,881.35	\$6,881.35	\$7,231.33	\$7,231.33	\$7,231.33	\$7,231.33	\$7,231.33	\$7,231.33
Total PTO (Va., Sick, Holiday)	\$16,807.69	\$24,138.39	\$36,866.77	\$30,277.92	\$30,277.92	\$34,951.41	\$34,951.41	\$34,951.41	\$34,951.41	\$34,951.41	\$34,951.41
Subtotal Benefits	\$33,838.85	\$43,376.24	\$51,352.35	47706.31949	47706.31949	\$47,854.18	\$47,854.18	\$47,854.18	\$47,854.18	\$47,854.18	\$47,854.18
<b>Subtotal Annual Compensation</b>	<b>\$148,838.85</b>	<b>\$164,651.24</b>	<b>\$211,108.35</b>	<b>\$190,838.32</b>	<b>\$190,838.32</b>	<b>\$173,197.18</b>	<b>\$173,197.18</b>	<b>\$173,197.18</b>	<b>\$173,197.18</b>	<b>\$173,197.18</b>	<b>\$173,197.18</b>
<b>Subtotal Hourly Rate</b>	<b>\$71.56</b>	<b>\$79.16</b>	<b>\$101.49</b>	<b>\$91.75</b>	<b>\$91.75</b>	<b>\$83.27</b>	<b>\$83.27</b>	<b>\$83.27</b>	<b>\$83.27</b>	<b>\$83.27</b>	<b>\$83.27</b>

C. Whidbey



**2024 Salary Schedule (Monthly for Regular Positions)**

Updated 11/22/2023  
 Updated with 5.0% - Police Guild effective 12/25/2023  
 Updated with 4.5% - IAFF Fire effective 1/1/2024  
 Updated with 4.5% - Non-Uniformed effective 12/25/2023  
 Updated with 4.5% - Teamsters Non-Commissioned 12/25/2023  
 Updated with 4.5% - Non-Represented effective 12/25/2023

Class Title	Organization	Grade	Step A	Step B	Step C	Step D	Step E
Accountant	Teamsters Non-Uniform	24A	5632	5914	6209	6520	6846
Accounting Technician III	Teamsters Non-Uniform	20A	4635	4866	5109	5365	5632
Administrative Assistant (not Police; Fire; Airport)	Teamsters Non-Uniform	17A	4002	4204	4414	4635	4866
Airport Administrative Assistant (Airport)	Non-Represented	2X	4109	4315	4528	4757	4994
Airport Director	Non-Represented	8N	7746	8133	8541	8966	9415
Airport Property Maintenance Tech.	Non-Represented	4X	4530	4758	4992	5245	5506
Airport Property Maintenance Worker	Non-Represented	2X	4109	4315	4528	4757	4994
Building Official	Teamsters Non-Uniform	24A	5632	5914	6209	6520	6846
Capital Project Manager	Non-Represented	4N	6120	6426	6747	7085	7439
City Clerk	Non-Represented	4N	6120	6426	6747	7085	7439
City Councilor	Elected	Monthly	100				
City Manager	Non-Represented	Contract	13847				
Civil Service Secretary	Non-Represented	Hourly Rate	21.00				
Code Inspector/Fire Marshal	Non-Represented	Contract	4132				
Community Corrections Officer	Non-Represented	13A	3295	3459	3631	3813	4002
Community Development Director	Non-Represented	9N	8133	8541	8966	9415	9887
Community Services Officer	Teamsters Non-Commissioned	18A	4204	4414	4635	4866	5109
Court Clerk	Teamsters Non-Commissioned	16A	3813	4002	4204	4414	4635
Court Clerk II	Teamsters Non-Commissioned	17A	4002	4204	4414	4635	4866
Development Review Specialist/Building Inspector	Teamsters Non-Uniform	21A	4866	5109	5365	5632	5914
Engineering Technician I	Teamsters Non-Uniform	21A	4866	5109	5365	5632	5914
Engineering Technician II	Teamsters Non-Uniform	22A	5109	5365	5632	5914	6209
Engineering Technician III	Teamsters Non-Uniform	24A	5632	5914	6209	6520	6846
Equipment Operator I	Teamsters Non-Uniform	19A	4414	4635	4866	5109	5365
Equipment Operator II	Teamsters Non-Uniform	20A	4635	4866	5109	5365	5632
Finance Director	Non-Represented	11N	8966	9415	9887	10381	10901
Financial Analyst	Non-Represented	6N	6883	7227	7589	7968	8366
Fire Administrative Assistant (Fire)	Non-Represented	2N	4109	4315	4528	4757	4994
Fire Captain	IAFF	22F	6841	7043	7508	7879	8251
Fire Chief	Non-Represented	12N	9519	9995	10494	11020	11570
Firefighter/Engineer	IAFF	20F	5714	5986	6272	6573	6884
Firefighter/Paramedic	IAFF	20F	5714	5986	6272	6573	6884
Human Resources Admin./Risk Manager	Non-Represented	8N	7746	8133	8541	8966	9415
Journeyman Electrician/Equip. Maint. Tech.	Teamsters Non-Uniform	21A	4866	5109	5365	5632	5914
Judicial Assistant for Sentence Monitoring	Teamsters Non-Commissioned	15A	3631	3813	4002	4204	4414

Class Title	Collective Bargaining Organization	Grade	Step A	Step B	Step C	Step D	Step E
Maintenance Tech - Electrical, Electronics & Equipment	Teamsters Non-Uniform	21A	4866	5109	5365	5632	5914
Mayor	Elected	Monthly	150				
Municipal Court Administrator	Non-Represented	4N	6120	6426	6747	7085	7439
Municipal Court Judge	Non-Represented	Contract	3481				
Municipal Court Judge Pro-Tem	Non-Represented	Hourly Rate	150				
Parking Enforcement Officer	Teamsters Non-Commissioned	16A	3813	4002	4204	4414	4635
Permit Technician I	Teamsters Non-Uniform	19A	4414	4635	4866	5109	5365
Planner	Teamsters Non-Uniform	24A	5632	5914	6209	6520	6846
Planning and Building Manager	Non-Represented	7N	7267	7631	8011	8411	8833
Planning Tech I	Teamsters Non-Uniform	21A	4866	5109	5365	5632	5914
Police Administrative Assistant (Police)	Teamsters Non-Commissioned	17A	4002	4204	4414	4635	4866
Police Chief	Non-Represented	13N	9744	10231	10743	11280	11844
Police Deputy Chief	Non-Represented	10N	8858	9301	9766	10254	10767
Police Officer (Academy graduate)	Police Guild	22P	6651	6969	7317	7670	8050
Police Officer (Non-academy graduate)	Police Guild	21P	5320				
Police Officer Assigned as Detective	Police Guild	23P	6985	7320	7682	8054	8454
Police Sergeant	Police Guild	24P	8946	9322			
Police Sergeant Assigned as Detective	Police Guild	25P	9444	9788			
Poplar Tree Plantation Worker/Utility Worker I	Teamsters Non-Uniform	17A	4002	4204	4414	4635	4866
Poplar Tree Plantation Worker/Utility Worker II	Teamsters Non-Uniform	18A	4204	4414	4635	4866	5109
Property Maintenance Technician I	Teamsters Non-Uniform	19A	4414	4635	4866	5109	5365
Property Maintenance Technician II	Teamsters Non-Uniform	21A	4866	5109	5365	5632	5914
Property Maintenance Worker	Teamsters Non-Uniform	15A	3631	3813	4002	4204	4414
Property/Facilities Manager	Non-Represented	5N	6500	6826	7166	7525	7899
Public Works Director	Non-Represented	11N	8966	9415	9887	10381	10901
Public Works Office Manager	Teamsters Non-Uniform	20A	4635	4866	5109	5365	5632
Records Tech/Evidence Tech	Teamsters Non-Commissioned	17A	4002	4204	4414	4635	4866
Records Technician	Teamsters Non-Commissioned	17A	4002	4204	4414	4635	4866
Recreation Assistant	Teamsters Non-Uniform	13A	3295	3459	3631	3813	4002
Parks & Recreation Director	Non-Represented	7N	7267	7631	8011	8411	8833
Storm Collection Specialist	Teamsters Non-Uniform	19A	4414	4635	4866	5109	5365
Storm/Stormwater Superintendent	Non-Represented	5N	6500	6826	7166	7525	7899
Street/Stormwater Lead	Teamsters Non-Uniform	21A	4866	5109	5365	5632	5914
Traffic Control Technician	Teamsters Non-Uniform	20A	4635	4866	5109	5365	5632
Utility Customer Service Representative I	Teamsters Non-Uniform	15A	3631	3813	4002	4204	4414
Utility Customer Service Representative II	Teamsters Non-Uniform	16A	3813	4002	4204	4414	4635
Vehicle Maintenance Technician	Teamsters Non-Uniform	20A	4635	4866	5109	5365	5632
Wastewater Collection Specialist	Teamsters Non-Uniform	20A	4635	4866	5109	5365	5632
Wastewater Collection System Technician	Teamsters Non-Uniform	19A	4414	4635	4866	5109	5365
Wastewater Laboratory Assistant	Teamsters Non-Uniform	17A	4002	4204	4414	4635	4866
Wastewater Laboratory Technician II	Teamsters Non-Uniform	20A	4635	4866	5109	5365	5632
Wastewater Superintendent	Non-Represented	8N	7745	8133	8541	8966	9415

East Valley

**\*\*Used 2024 numbers\*\***

Here are the exempt salaries for 2024:

Chief - \$145,000

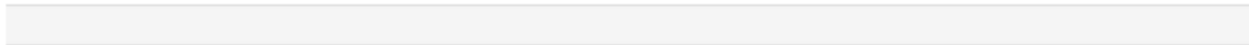
Deputy Chief - \$127,000

District Secretary - \$85,000

Administrative Assistant - \$52.40

<b>2024</b>				
	<b>Hourly</b>	<b>Monthly</b>	<b>Annually</b>	
<b>2920 hrs @ Regular Hourly Rate</b>	<b>48/96 Work Period</b>			
<b>Firefighter Step 1 (85% of FF4)</b>	\$ 23.09	\$ 5,618.59	\$ 67,423.03	
<b>Firefighter Step 2 (90% of FF4)</b>	\$ 24.45	\$ 5,949.09	\$ 71,389.09	
<b>Firefighter Step 3 (95% of FF4)</b>	\$ 25.81	\$ 6,279.60	\$ 75,355.16	
<b>Firefighter Step 4 (100%)</b>	\$ 27.16	\$ 6,610.10	\$ 79,321.22	
<b>Lieutenant Step 1 (105% of FF4)</b>	\$ 28.52	\$ 6,940.61	\$ 83,287.28	
<b>Lieutenant Step 2 (110% of FF4)</b>	\$ 29.88	\$ 7,271.11	\$ 87,253.34	
<b>Captain Step 1 (115% of FF4)</b>	\$ 31.24	\$ 7,601.62	\$ 91,219.40	
<b>Captain Step 2 (120% of FF4)</b>	\$ 32.60	\$ 7,932.12	\$ 95,185.46	
<b>2080 hrs @ Regular Hourly Rate</b>	<b>Day Shift 40-Hour Work Week</b>			
<b>Firefighter Step 1 (85% of FF4)</b>	\$ 32.41	\$ 5,618.59	\$ 67,423.03	
<b>Firefighter Step 2 (90% of FF4)</b>	\$ 34.32	\$ 5,949.09	\$ 71,389.09	
<b>Firefighter Step 3 (95% of FF4)</b>	\$ 36.23	\$ 6,279.60	\$ 75,355.16	
<b>Firefighter Step 4 (100%)</b>	\$ 38.14	\$ 6,610.10	\$ 79,321.22	
<b>Lieutenant Step 1 (105% of FF4)</b>	\$ 40.04	\$ 6,940.61	\$ 83,287.28	
<b>Lieutenant Step 2 (110% of FF4)</b>	\$ 41.95	\$ 7,271.11	\$ 87,253.34	
<b>Captain Step 1 (115% of FF4)</b>	\$ 43.86	\$ 7,601.62	\$ 91,219.40	
<b>Captain Step 2 (120% of FF4)</b>	\$ 45.76	\$ 7,932.12	\$ 95,185.46	

<b>2025</b>				
	<b>Hourly</b>	<b>Monthly</b>	<b>Annually</b>	
2920 hrs @ Regular Hourly Rate	<b>48/96 Work Period</b>			
<b>Firefighter Step 1 (85% of FF4)</b>	\$ 23.78	\$ 5,786.12	\$ 69,433.45	



<b>Firefighter Step 2 (90% of FF4)</b>	\$ 25.18	\$ 6,126.48	\$ 73,517.77	
<b>Firefighter Step 3 (95% of FF4)</b>	\$ 26.58	\$ 6,466.84	\$ 77,602.10	
<b>Firefighter Step 4 (100%)</b>	\$ 27.97	\$ 6,807.20	\$ 81,686.42	
<b>Lieutenant Step 1 (105% of FF4)</b>	\$ 29.37	\$ 7,147.56	\$ 85,770.74	
<b>Lieutenant Step 2 (110% of FF4)</b>	\$ 30.77	\$ 7,487.92	\$ 89,855.06	
<b>Captain Step 1 (115% of FF4)</b>	\$ 32.17	\$ 7,828.28	\$ 93,939.38	
<b>Captain Step 2 (120% of FF4)</b>	\$ 33.57	\$ 8,168.64	\$ 98,023.70	
2080 hrs @ Regular Hourly Rate	<b>Day Shift 40-Hour Work Week</b>			
<b>Firefighter Step 1 (85% of FF4)</b>	\$ 33.38	\$ 5,786.12	\$ 69,433.45	
<b>Firefighter Step 2 (90% of FF4)</b>	\$ 35.35	\$ 6,126.48	\$ 73,517.77	
<b>Firefighter Step 3 (95% of FF4)</b>	\$ 37.31	\$ 6,466.84	\$ 77,602.10	
<b>Firefighter Step 4 (100%)</b>	\$ 39.27	\$ 6,807.20	\$ 81,686.42	
<b>Lieutenant Step 1 (105% of FF4)</b>	\$ 41.24	\$ 7,147.56	\$ 85,770.74	
<b>Lieutenant Step 2 (110% of FF4)</b>	\$ 43.20	\$ 7,487.92	\$ 89,855.06	
<b>Captain Step 1 (115% of FF4)</b>	\$ 45.16	\$ 7,828.28	\$ 93,939.38	
<b>Captain Step 2 (120% of FF4)</b>	\$ 47.13	\$ 8,168.64	\$ 98,023.70	

*Dale E Hille*

*Fire Chief*

Yakima County Fire District #4

East Valley Fire Department

KVFR, Ellensburg

**\*\*2023 Annual Wages\*\***

Position	2023 Annual Wage
Fire Chief	\$ 185,702.40
Deputy Chief	\$ 165,005.66
Prevention Captain/PM	\$ 126,927.43
Prevention Captain	\$ 117,525.40
Training Captain	\$ 117,525.40
Training LT/PM	\$ 117,525.40
Training LT/IV	\$ 109,063.57
Training LT	\$ 108,123.37
Prevention Inspector/PM	\$ 108,123.37
Prevention Inspector/IV	\$ 99,661.54
Prevention Inspector	\$ 98,721.34
Administrative Captain/PM	\$ 126,927.43
Administrative Captain/IV	\$ 118,465.60
Administrative Captain	\$ 117,525.40
Captain/PM	\$ 122,226.42
Captain/IV	\$ 113,764.59
Captain	\$ 112,824.39
Lieutenant/PM	\$ 112,824.39
Lieutenant/IV	\$ 104,362.56
Lieutenant	\$ 103,422.35
1st Class FF/PM	\$ 103,422.35
1st Class FF/IV	\$ 94,960.52
1st Class FF	\$ 94,020.32
2nd Class FF/PM	\$ 94,020.32
2nd Class FF/IV	\$ 85,558.49
2nd Class FF	\$ 84,618.29
3rd Class FF/PM	\$ 89,319.31
3rd Class FF/IV	\$ 80,857.48
3rd Class FF	\$ 79,917.27
Probationary FF/PM	\$ 84,618.29
Probationary FF/IV	\$ 76,156.46
Probationary FF	\$ 75,216.26





# SELAH CITY COUNCIL

## Regular Meeting

September 10, 2024

5:30 p.m.: Regular Scheduled Meeting

Significant items on the Agenda – such as Consent Agenda Items, Public Hearings, Ordinances and Resolutions  
– will have an explanatory Agenda Item Sheet (AIS)

A yellow AIS cover page indicates an action item.

A blue AIS cover page indicates an informational/non-action item.



Selah City Council  
Meeting Date: September 10, 2024  
4:30 p.m.: Study Session  
5:30 p.m.: Regular Meeting

Mayor: Roger Bell  
Mayor Pro Tempore  
and Councilmember: Kevin Wickenhagen  
Councilmembers: Jared Iverson  
Elizabeth Marquis  
Clifford Peterson  
William Longmire  
Michael Costello  
David Monaghan  
City Administrator: Rich Huebner  
City Attorney: Rob Case  
City Clerk: Courtney McGarity

City of Selah  
115 W. Naches Ave.  
Selah, WA 98942

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## AGENDA

- 1) **Call to Order – Mayor Bell**
- 2) **Roll Call**
- 3) **Registering in record of councilmember absence(s) as excused absence(s), per SMC 1.06.070**
- 4) **Pledge of Allegiance**
- 5) **Invocation with Hershel Corbin of The Church of Jesus Christ of Latter-day Saints**
- 6) **Announcement of changes, if any, from previously-published Agenda**
- 7) **Getting to know local businesses, agencies and/or people (up to 5 minutes total)**
- 8) **Comments from the public (up to 30 minutes total)**

*The City of Selah is a non-charter code city and we are presently conducting a regular meeting between the Mayor and City Council. A maximum of thirty minutes will be allotted for public comments.*

*Common-sense standards of decorum apply. Comments must be respectful; no profanity or insults are allowed. Comments pertaining to City business and official actions are the most valued, but comments pertaining to City officials' ability to fulfill their job duties due to events, actions, or activities that occurred outside the scope of their duties as a City official may also be offered. Constructive criticism of City officials is allowed including constructive criticism specifically mentioning City officials or employees by name as to official actions, but defamation, personal attacks and impertinent assertions are not allowed.*

*Commenters are limited to one comment per meeting and each comment is subject to a duration limit. City staff may disallow or modify any received written comment that exceeds its duration limit or that is deemed inappropriate, and the Mayor or Presiding Officer may turn off the podium microphone or otherwise silence any in-person comment that exceeds its duration limit or is deemed inappropriate.*

*These standards are subject to revision and will be updated whenever necessary in order to comply with constitutional requirements.*

- A. Pre-arranged oral comments (up to 5 minutes each):
  - Pattie Graffe – SDA
- B. Reading of received written comments (up to 2 minutes each):       None
- C. Oral comments by people in attendance (up to 2 minutes each):

9) **Proclamations/Announcements**

- A. Proclamation – September 10 as International Suicide Prevention Day and the Month of September as International Suicide Prevention Month
- B. Resumption of discussion with Planning Commission – if needed

10) **Consent Agenda**

*Consent Agenda items are listed with an asterisk (\*). Those items are considered routine and will be addressed via a joint motion, without any discussion or debate. However, upon the request of any Councilmember an item will be removed from the Consent Agenda, will be addressed separately, and will be subject to discussion and debate.*

- A. Courtney McGarity       \* Approval of Minutes from August 27, 2024 Council Meeting
- B. Kimberly Grimm       \* Approval of Claims & Payroll

11) **Public Hearings** – None

12) **General Business**

- A. New Business – None
- B. Old Business – None

13) **Resolutions**

- A. Rocky Wallace       Resolution Authorizing Public Works to Purchase a New 2024 Ford F350 4X4 Pickup Truck and to Surplus the City’s Existing 2010 Ford F350 4X4 Pickup Truck (VIN #1FTRF3B68BEA161337)
- B. Dustin Soptich       Resolution Declaring a Ford Van, AM General Truck and a Generator Set as Surplus, and Authorizing Their Sale
- C. Jim Lange       Resolution Declaring one 1988 FMC, Spartan Fire Pumper as Surplus, and Authorizing its Disposition and Sale

14) **Ordinances** – None

- 15) **Reports/Announcements**
  - A. Departments
  - B. Councilmembers, personally and on behalf of committees and boards
  - C. City Attorney
  - D. City Administrator
  - E. Mayor or Presiding Officer, personally and on behalf of committees and board
- 16) **Executive Session** – None
- 17) **Closed Session** – None
- 18) **Adjournment**

Next Regular Meeting: September 24, 2024

Next Study Session: October 8, 2024



# CITY OF SELAH

115 West Naches Ave  
Selah, WA 98942

P: 509-698-7328  
F: 509-698-7338

## CITY OF SELAH PROCLAMATION #2024-01

### PUBLIC PROCLAMATION BY THE MAYOR OF SELAH REGARDING SUICIDE PREVENTION AWARENESS

**WHEREAS**, suicide has been universally recognized as a mental health issue that many refuse to discuss due to perceived stigmas; and

**WHEREAS**, September 10<sup>th</sup> has been recognized as "International Suicide Prevention Awareness Day" by world health organizations and we wish to connect people with the resources that they need; and

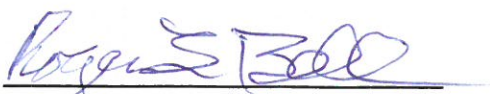
**WHEREAS**, the entire month of September has been globally declared to be an opportunity to raise the visibility of mental health issues including proactive suicide prevention resources available in our communities; and

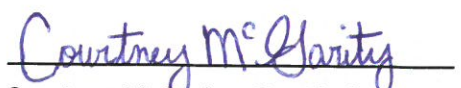
**WHEREAS**, we want to start the conversation, destigmatize it and help connect people with the appropriate support services; and

**Whereas**, an average of more that 132 suicides occur daily, each directly impacting 100 additional people including friends, family, service members, social media connections and neighbors,

**NOW, THEREFORE**, as Mayor, I hereby proclaim this day and the month of September as suicide prevention awareness day/month within the City of Selah and call upon all citizens to understand mental health through educating themselves, supporting those organizations working on the front lines and by taking an active part in the discussion.

**ISSUED THIS 10<sup>th</sup> DAY OF SEPTEMBER, 2024**

  
Roger Bell, Mayor

ATTEST:   
Courtney McGarity, City Clerk





**Selah City Council**  
Regular Meeting  
**AGENDA ITEM SUMMARY**

Meeting Date: 9/10/2024

Agenda Number: 10A

Action Item

**Title:** Approval of Meeting Minutes from August 27, 2024 Council Meeting

**From:** Courtney McGarity, City Clerk

**Action Requested:** Approval

**Staff Recommendation:** Approval

**Board/Commission Recommendation:** N/A

**Fiscal Impact:** N/A

**Funding Source:** N/A

**Background/Findings/Facts:** N/A

**Recommended Motion:** I move to approve the Consent Agenda in the form presented (This item is part of the consent agenda).

*Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).*

**Date:**            **Action Taken:** None

City of Selah City Council  
Regular Meeting Minutes  
August 27, 2024

**Call to Order**

Mayor Bell called the meeting to order at 5:30 p.m.

**Roll Call**

Councilmembers Present: David Monaghan, Clifford Peterson, Michael Costello, Kevin Wickenhagen, William Longmire, Jared Iverson

Councilmembers Absent: Elizabeth Marquis

Staff Present: Rich Huebner, City Administrator; Rob Case, City Attorney; Dustin Soptich, Chief of Police; Jim Lange, Fire Chief; Rocky Wallace, Public Works Director; Kimberly Grimm, Finance Director; Zack Schab, Recreation + Tourism Manager; Jeff Peters, Community Development Supervisor; Courtney McGarity, City Clerk

Staff Absent: None

**Pledge of Allegiance was said by all in attendance**

**Invocation**

Aaron Crumrine of Selah Covenant Church provided prayer.

**Agenda Changes**

Addition of 9B to recognize a Community Pride Award; Removal and Postponement of 10D on Consent Agenda (Resolution Declaring the East Orchard Avenue Sidewalk Improvements Project to be Complete and Accepting the Work and Materials)

**Pre-Arranged Oral Comments from the Public**

- Lisa Gordon — SDA  
Flower boxes will be changed out for fall in mid-September; Economic Development there will be a Cash Mob on 9/26 from 3pm-5pm at the Viking Store in preparation of Spirit Week; The Selah Chamber luncheon in September will have guest speaker Jim Graffe to discuss how to set up a store front; Outreach Bingo is Thursday 9/3; Promotions include Spirit Week 10/7-10/11.

**Oral Comments by People in Attendance**

- Lisa Smith  
Spoke on Planning Commission; Housing Action Plan and Zoning.

**Proclamations/Announcements**

- A. Promotion and Pinning Ceremony of Selah Police Lieutenant, Mick Gause
- B. Selah Community Pride Award to Adam Smith of The Selah Journal

**Consent Agenda (all items listed with an asterisk (\*) are considered part of the consent agenda and are enacted in one motion).**

Mayor Bell presented the stipulations of the Consent Agenda.

**Approved Consent Agenda**

- A. Courtney McGarity \* Approval of Minutes from August 13, 2024 Council Meeting
- B. Kimberly Grimm \* Approval of Claims & Payroll
- C. Rocky Wallace \* Resolution Adopting the “Selah Transit Development Plan 2024-2029 and 2023 Annual Report”
- D. ~~Rocky Wallace~~ \* ~~Resolution Declaring the East Orchard Avenue Sidewalk Improvements Project to be Complete and Accepting the Work and Materials~~
- E. Rocky Wallace \* Resolution Authorizing the Mayor to Sign a Six-Page Contract with Capture Energy, LLC, for the Wixson Park Pathway Project
- F. Rich Huebner \* Resolution Authorizing the Mayor to Sign a Six-Page No-Charge Facility Use Agreement with Independent Contractor

Councilmember Peterson moved to approve the Consent Agenda as amended. Councilmember Monaghan seconded. Mayor Bell restated the motion and asked council for discussion. Hearing none, Mayor Bell requested a voice vote to approve the motion. Motion carries by voice vote.

**Public Hearings**

- A. Jeff Peters Hilltop Investment Group Annexation Public Hearing and Annexation Findings (File Number: Annex 2024-001)

A. Public Hearing was opened by Mayor Bell. Leanne Liddicoat spoke on behalf of Hilltop Investment Group. No further discussion or comments. Public Hearing was closed by Mayor Bell. Jeff Peters requested a vote from Councilmembers to accept or deny the Annexation Petitions and direct staff to submit the applications to the Boundary Review Board. Councilmember Wickenhagen moved to approve. Councilmember Costello seconded. Mayor Bell asked council for discussion. Hearing none, Mayor Bell requested



a roll call vote. Following a roll call vote by Ms. McGarity, all are in favor, and the motion is approved.

**General Business – None**

**Resolutions – None**

**Ordinances – None**

**Staff Reports/Announcements**

The following staff members provided a department report:

- Chief of Police, Dustin Soptich
- Recreation & Tourism Manager, Zack Schab
- Community Development Supervisor, Jeff Peters
- Public Works Director, Rocky Wallace
- Clerk/Treasurer, Kimberly Grimm

**Councilmember Reports**

- Councilmember Peterson – SPRSA Budget is underway.
- Councilmember Costello – Attended meetings for both Executive Board for Yakima County Emergency Management as well as Administrative Committee; Attended the Guns and Hoses Tournament which raised around \$8K for the K9 Association.
- Councilmember Wickenhagen – Tourism Board announced that USA Today named the Yakima Valley as the #1 Best Wine Region in the US, the Yakima River as the #3 Best River for Fly Fishing in the US, and The Outskirts Brewing Co. as the #4 Best New Brewery in the US.

**City Attorney Report**

No report.

**City Administrator Report**

Recognition of Jeff Peters and his 7 years of service to his position with the City of Selah; HLA will be supporting the city with planning services in the interim; Mid Valley Television has shown interest in having discussions around broadcasting of City Council meetings which they currently do for Toppenish, Wapato and Granger; Attended the WCMA Conference in Wenatchee and formally became the President of the association for the next year which will secure a 2-year position as a board member of the AWC; Working on an updated website which has included meetings and demos with different vendors and we expect to move forward soon; Currently working with our risk representative from WCIA to complete our audit for the year; We received the renewal for WCIA for 2025 with a 2.5% increase for auto and property, 15% increase for liability which included a base 5%.

**Mayor's Report**

In reference to the insurance increase for the upcoming year, in addition to an increase in employee hours, we have a new fire truck with a high replacement value, new public works equipment, property ownership changes as well as additional newer equipment purchases for the police department; HLA has provided their evaluation of Selah's utility rates, which will be analyzed and brought back to City Council with recommendation for the upcoming year, while taking into consideration the impact of the sewage treatment plan; HLA will be supporting the city with planning services in the interim and Jeff Peters will assist where able from his new position.

**Adjournment**

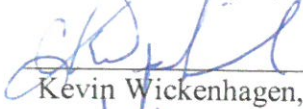
Councilmember Wickenhagen moved to adjourn the meeting. Councilmember Costello seconded. Mayor Bell adjourned.

Meeting ended at 7:14 p.m.

  
David Monaghan, Councilmember


**ABSENT**

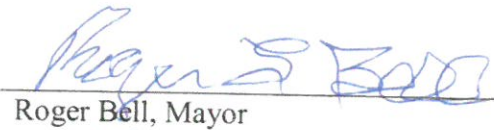
Elizabeth Marquis, Councilmember

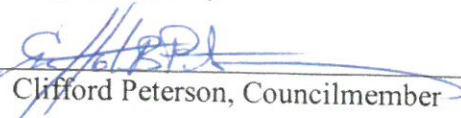
  
Kevin Wickenhagen, Councilmember

  
Jared Iverson, Councilmember

ATTEST:

  
Courtney McGarity, City Clerk

  
Roger Bell, Mayor

  
Clifford Peterson, Councilmember

**ABSENT**

Michael Costello, Councilmember

**ABSENT**

William Longmire, Councilmember



**Selah City Council**  
Regular Meeting  
**AGENDA ITEM SUMMARY**

Meeting Date: 9/10/2024

Agenda Number: 10B

Action Item

**Title:** Approval of Claims and Payroll

**From:** Kimberly Grimm, City Clerk/Treasurer

**Action Requested:** Approval

**Staff Recommendation:** Approval

**Board/Commission Recommendation:** N/A

**Fiscal Impact:** See attached payroll and claims directories

**Funding Source:** N/A

**Background/Findings/Facts:** N/A

**Recommended Motion:** I move to approve the Consent Agenda in the form presented (This item is part of the consent agenda).

*Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).*

**Date:**            **Action Taken:** None

# ACCOUNTS PAYABLE

City Of Selah

As Of: 09/10/2024

Time: 15:06:01 Date: 09/05/2024  
Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
1408	08/28/2024	09/10/2024	A Plus Fire & Safety	60.65	EV2403
1454	08/30/2024	09/10/2024	A Plus Fire & Safety	154.06	Invoice #EV2396
1455	08/30/2024	09/10/2024	A Plus Fire & Safety	463.14	Invoice #EV2398
1456	08/30/2024	09/10/2024	A Plus Fire & Safety	526.61	Invoice #EV2399
1457	08/30/2024	09/10/2024	A Plus Fire & Safety	320.30	Invoice #EV2401
1478	08/14/2024	09/10/2024	A Plus Fire & Safety	223.64	Annual Fire extinguisher Service
1498	09/04/2024	09/10/2024	A Plus Fire & Safety	453.18	Invoice #EV 2400
1517	09/05/2024	09/10/2024	A Plus Fire & Safety	126.44	Invoice #2125
1489	09/04/2024	09/10/2024	Abadan	113.48	AR284808 PD Printer
1492	09/04/2024	09/10/2024	Abadan	138.30	Invoice #AR284045
1499	09/04/2024	09/10/2024	Abadan	86.14	Invoice #AR284806
1493	09/04/2024	09/10/2024	AmeriGas	463.06	Invoice #3167626116, 3167626120
1494	09/04/2024	09/10/2024	Anatek Labs	156.00	Invoice #2420429, 2420645, 2420775, 2421036
1409	08/28/2024	09/10/2024	Basin Disposal Of Yakima, LLC	85,805.12	Invoice #5344975
1410	08/28/2024	09/10/2024	Bernier, Rachel	75.00	Receipt #1006295,001
1411	08/28/2024	09/10/2024	CWA Consultants	1,100.00	Invoice #24-086, 24-088, 24-089, 24-126
1496	09/04/2024	09/10/2024	CWA Consultants	800.00	Invoice #24-183, 24-184, 24-186
1509	09/05/2024	09/10/2024	Carbonated Carpet Solutions	400.00	Invoice #7863
1412	08/28/2024	09/10/2024	Centerpoint Language Services	500.00	Invoice #8239
1500	09/04/2024	09/10/2024	Centurylink - FD	169.80	Account #333827572 8/24
1458	08/30/2024	09/10/2024	Certified Laboratories	227.38	Invoice #8816780
1482	08/21/2024	09/10/2024	Charter Communications	64.99	Detective Internet Bill
1501	09/04/2024	09/10/2024	Charter Communications	77.94	Invoice #176781401082124
1516	09/05/2024	09/10/2024	Cintas	146.42	Invoice #4203800291
1487	09/04/2024	09/10/2024	City of Selah	145.98	PD Water Bill
1480	09/03/2024	09/10/2024	City of Selah	206.30	Invoice #10120 8/30
1495	09/04/2024	09/10/2024	City of Selah	19,649.67	Invoice #2690, 27544, 10086, 17340, 27434, 26771, 27433, 26770, 29740, 21740, 27437, 27435, 14270, 10080, 10081, 10082, 10083, 10084, 10085, 10087, 10088, 10089, 10092, 10093, 27432, 27541, 27542, 27543, 10800, 29020, 17760, 1791
1502	09/05/2024	09/10/2024	City of Selah	521.98	Invoice #23350 8/30, 23351 8/30
1510	09/05/2024	09/10/2024	City of Selah	778.39	Invoice #27540 8/30
1514	09/05/2024	09/10/2024	Code Publishing Company	680.00	Invoice #GC00125548
1415	08/28/2024	09/10/2024	Core & Main LP	336.97	Invoice #V311105
1413	08/28/2024	09/10/2024	Databar	798.43	Invoice #267983
1459	08/30/2024	09/10/2024	Department of Health	86,838.93	Invoice #05-96300-023/3781
1460	08/30/2024	09/10/2024	Department of Health	78,184.38	Invoice #DM12-952-093/3780
1461	08/30/2024	09/10/2024	Department of Health	42,710.91	Invoice #DM13-952-130/3779
1462	08/30/2024	09/10/2024	Department of Health	76,970.48	Invoice #DM16-952-030/3778

# ACCOUNTS PAYABLE

City Of Selah

As Of: 09/10/2024

Time: 15:06:01    Date: 09/05/2024  
Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
1463	08/30/2024	09/10/2024	1879	957.42	Invoice #24813.00-7
1464	08/30/2024	09/10/2024	1879	548.58	Invoice #24848.00-3
1465	08/30/2024	09/10/2024	1883	118.59	Invoice 316803898
1416	08/28/2024	09/10/2024	1895	2.69	Invoice #826777
1417	08/28/2024	09/10/2024	1895	37.98	Invoice #827785
1418	08/28/2024	09/10/2024	1895	29.38	Invoice #830502
1419	08/28/2024	09/10/2024	1895	11.46	Invoice #830525
1420	08/28/2024	09/10/2024	1895	42.23	Invoice #830527
1421	08/28/2024	09/10/2024	1895	7.03	Invoice #830561
1422	08/28/2024	09/10/2024	1895	16.05	Invoice #830621
1423	08/28/2024	09/10/2024	1895	23.87	Invoice #830660
1424	08/28/2024	09/10/2024	1895	9.74	Invoice #830682
1425	08/28/2024	09/10/2024	1895	16.23	Invoice #830698
1426	08/28/2024	09/10/2024	1895	12.62	Invoice #830703
1427	08/28/2024	09/10/2024	1895	36.79	Invoice #830768
1428	08/28/2024	09/10/2024	1895	-10.83	Invoice #830769
1429	08/28/2024	09/10/2024	1895	185.49	Invoice #830809
1430	08/28/2024	09/10/2024	1895	5.61	Invoice 3830840
1431	08/28/2024	09/10/2024	1895	2.72	Invoice #830849
1466	08/30/2024	09/10/2024	1895	89.75	Invoice #831079
1467	08/30/2024	09/10/2024	1895	32.47	Invoice #831098
1468	08/30/2024	09/10/2024	1895	17.52	Invoice #831110
1504	09/05/2024	09/10/2024	1895	21.55	Invoice #831128, 830936
1505	09/05/2024	09/10/2024	1895	17.02	Invoice #831450
1506	09/05/2024	09/10/2024	1904	523.31	Invoice #10006532, 1006573
1414	08/28/2024	09/10/2024	2854	100.00	Car/Wash-024-008
1452	08/30/2024	09/10/2024	2879	189.17	Invoice #1020420-00
1511	09/05/2024	09/10/2024	1933	75.81	Invoice #9061
1469	08/30/2024	09/10/2024	1971	12,168.26	Invoice #12644
1503	09/05/2024	09/10/2024	1977	16,569.91	Invoice #INV858228, INV859100
1479	08/01/2024	09/10/2024	1990	7,698.97	Annual LE Policy & Daily Training Bulletins
1513	09/05/2024	09/10/2024	2017	14,942.89	Invoice #ST 16-31 August 2024
1470	08/30/2024	09/10/2024	2037	71.28	Invoice #YKCS0466925
1453	08/30/2024	09/10/2024	2880	41,051.75	Invoice #22205C PE 01
1507	09/05/2024	09/10/2024	2055	320.24	Invoice #381706971001, 380588349001
1481	09/03/2024	09/10/2024	2061	5,460.04	Invoice #328880
1471	08/30/2024	09/10/2024	2064	2,456.37	Invoice #00130576
1512	09/05/2024	09/10/2024	2135	110.64	Invoice #5070012378
1472	08/30/2024	09/10/2024	2150	1,692.56	Invoice #18982
1508	09/05/2024	09/10/2024	2161	521.99	Invoice #INVEY10239, INVEY10238

# ACCOUNTS PAYABLE

City Of Selah

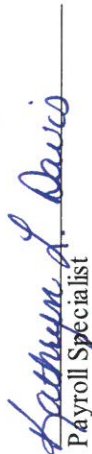
As Of: 09/10/2024

Time: 15:06:01    Date: 09/05/2024  
Page: 3

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
1486	09/04/2024	09/10/2024	Selah Police Dept.	64.24	Invoice #PD-8/2024
1490	09/04/2024	09/10/2024	Valvoline Instant Oil Change	42.88	550 Oil Change 33044
1476	09/03/2024	09/10/2024	WA State Treasurer	9,509.76	Court Remittance 8/30/2024
1473	08/30/2024	09/10/2024	Washington State Department of Ecology Cashiering	7,172.50	Invoice #25-WA0021032-1
1497	09/04/2024	09/10/2024	Washington State Department of Transportation - Ya	463.86	Invoice #RE 45 JE5007 L301
1488	09/04/2024	09/10/2024	Washington State Patrol	79.50	Invoice #I2500819
1484	09/03/2024	09/10/2024	Yakima County Clerk	85.25	2025 Jury Year order & list
1477	09/03/2024	09/10/2024	Yakima County Prosecutor's	141.56	8/30/24 Remit
1474	08/30/2024	09/10/2024	Yakima County Public Services	8,673.24	Invoice #CI009927
1515	09/05/2024	09/10/2024	Yakima Herald Republic	224.00	Invoice #60903
1483	09/03/2024	09/10/2024	Yakima Printing Company, LLC	28.16	Invoice #5806
1491	09/04/2024	09/10/2024	Yakima Valley Polygraph LLC	500.00	Pre Employment Polygraph Calahan & Jewett
1475	08/30/2024	09/10/2024	Yakima Worker Care	155.00	Invoice #46542

Report Total: 533,799.17

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the City of Selah, and that I am authorized to authenticate and certify to said claim.

  
Payroll Specialist

\_\_\_\_\_  
Finance Director

Subscribed this \_\_\_\_\_ day of \_\_\_\_\_,

The following voucher/checks are approved for payment:

Voucher/check number \_\_\_\_\_ through \_\_\_\_\_ Total \$ \_\_\_\_\_

# CHECK REGISTER

City Of Selah

Time: 08:37:40 Date: 09/05/2024

08/16/2024 To: 09/06/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4093	08/16/2024	Payroll	1	EFT	Dept of Retirement - Def Comp	4,367.27	Pay Cycle(s) 08/15/2024 To 08/15/2024 - Deferred Comp; Pay Cycle(s) 08/15/2024 To 08/15/2024 - Deferred Comp - Roth
4094	08/16/2024	Payroll	1	EFT	HRA VEBA Trust - PD & PW YA063	3,374.47	Pay Cycle(s) 08/15/2024 To 08/15/2024 - HRA VEBA
4096	08/16/2024	Payroll	1	EFT		96.96	Pay from Aug 7-15 Correction
4114	08/19/2024	Payroll	1	EFT	AFLAC Remittance Processing	258.63	Pay Cycle(s) 07/31/2024 To 07/31/2024 - AFLAC 125; Pay Cycle(s) 08/15/2024 To 08/15/2024 - AFLAC 125
4115	08/19/2024	Payroll	1	EFT	EFTPS	17.96	941 Deposit for Pay Cycle(s) 08/16/2024 - 08/16/2024
4357	08/28/2024	Payroll	1	EFT	Dept of Retirement Systems	36,415.98	Pay Cycle(s) 08/15/2024 To 08/15/2024 - PERS2; Pay Cycle(s) 08/15/2024 To 08/15/2024 - LEOFF2; Pay Cycle(s) 08/15/2024 To 08/15/2024 - PERS3
4358	08/30/2024	Payroll	1	EFT		2,015.82	Aug 16-30 2024 Pay Period
4359	08/30/2024	Payroll	1	EFT		1,835.64	Aug 16-30 2024 Pay Period
4360	08/30/2024	Payroll	1	EFT		2,248.29	Aug 16-30 2024 Pay Period
4361	08/30/2024	Payroll	1	EFT		1,965.91	Aug 16-30 2024 Pay Period
4362	08/30/2024	Payroll	1	EFT		2,900.72	Aug 16-30 2024 Pay Period
4363	08/30/2024	Payroll	1	EFT		1,654.68	Aug 16-30 2024 Pay Period
4364	08/30/2024	Payroll	1	EFT		2,388.96	Aug 16-30 2024 Pay Period
4365	08/30/2024	Payroll	1	EFT		910.82	Aug 16-30 2024 Pay Period
4366	08/30/2024	Payroll	1	EFT		1,834.98	Aug 16-30 2024 Pay Period
4367	08/30/2024	Payroll	1	EFT		2,039.82	Aug 16-30 2024 Pay Period
4368	08/30/2024	Payroll	1	EFT		4,281.31	Aug 16-30 2024 Pay Period
4369	08/30/2024	Payroll	1	EFT		5,760.06	Aug 16-30 2024 Pay Period
4370	08/30/2024	Payroll	1	EFT		1,960.53	Aug 16-30 2024 Pay Period
4371	08/30/2024	Payroll	1	EFT		2,449.00	Aug 16-30 2024 Pay Period
4372	08/30/2024	Payroll	1	EFT		2,021.29	Aug 16-30 2024 Pay Period
4373	08/30/2024	Payroll	1	EFT		220.84	Aug 16-30 2024 Pay Period
4374	08/30/2024	Payroll	1	EFT		2,626.27	Aug 16-30 2024 Pay Period
4375	08/30/2024	Payroll	1	EFT		1,987.98	Aug 16-30 2024 Pay Period
4376	08/30/2024	Payroll	1	EFT		1,869.46	Aug 16-30 2024 Pay Period
4377	08/30/2024	Payroll	1	EFT		892.82	Aug 16-30 2024 Pay Period
4378	08/30/2024	Payroll	1	EFT		2,332.21	Aug 16-30 2024 Pay Period
4379	08/30/2024	Payroll	1	EFT		1,989.50	Aug 16-30 2024 Pay Period
4380	08/30/2024	Payroll	1	EFT		1,941.42	Aug 16-30 2024 Pay Period
4381	08/30/2024	Payroll	1	EFT		1,942.19	Aug 16-30 2024 Pay Period
4382	08/30/2024	Payroll	1	EFT		3,594.71	Aug 16-30 2024 Pay Period
4383	08/30/2024	Payroll	1	EFT		2,162.42	Aug 16-30 2024 Pay Period
4384	08/30/2024	Payroll	1	EFT		53.04	Aug 16-30 2024 Pay Period
4385	08/30/2024	Payroll	1	EFT		2,025.24	Aug 16-30 2024 Pay Period
4386	08/30/2024	Payroll	1	EFT		3,674.02	Aug 16-30 2024 Pay Period
4387	08/30/2024	Payroll	1	EFT		1,860.15	Aug 16-30 2024 Pay Period
4388	08/30/2024	Payroll	1	EFT		1,820.97	Aug 16-30 2024 Pay Period
4389	08/30/2024	Payroll	1	EFT		1,970.93	Aug 16-30 2024 Pay Period
4390	08/30/2024	Payroll	1	EFT		1,890.16	Aug 16-30 2024 Pay Period
4391	08/30/2024	Payroll	1	EFT		1,636.04	Aug 16-30 2024 Pay Period
4392	08/30/2024	Payroll	1	EFT		2,159.46	Aug 16-30 2024 Pay Period
4393	08/30/2024	Payroll	1	EFT		1,053.57	Aug 16-30 2024 Pay Period
4394	08/30/2024	Payroll	1	EFT		3,891.24	Aug 16-30 2024 Pay Period
4395	08/30/2024	Payroll	1	EFT		1,844.54	Aug 16-30 2024 Pay Period
4396	08/30/2024	Payroll	1	EFT		295.84	Aug 16-30 2024 Pay Period
4397	08/30/2024	Payroll	1	EFT		1,957.24	Aug 16-30 2024 Pay Period
4398	08/30/2024	Payroll	1	EFT		3,277.98	Aug 16-30 2024 Pay Period

# CHECK REGISTER

City Of Selah

Time: 08:37:40 Date: 09/05/2024

08/16/2024 To: 09/06/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4399	08/30/2024	Payroll	1	EFT		2,469.50	Aug 16-30 2024 Pay Period
4400	08/30/2024	Payroll	1	EFT		2,053.23	Aug 16-30 2024 Pay Period
4401	08/30/2024	Payroll	1	EFT		1,983.10	Aug 16-30 2024 Pay Period
4402	08/30/2024	Payroll	1	EFT		3,513.80	Aug 16-30 2024 Pay Period
4403	08/30/2024	Payroll	1	EFT		2,887.37	Aug 16-30 2024 Pay Period
4404	08/30/2024	Payroll	1	EFT		1,910.98	Aug 16-30 2024 Pay Period
4406	08/30/2024	Payroll	1	EFT		1,998.62	Aug 16-30 2024 Pay Period
4407	08/30/2024	Payroll	1	EFT		295.84	Aug 16-30 2024 Pay Period
4408	08/30/2024	Payroll	1	EFT		2,005.28	Aug 16-30 2024 Pay Period
4409	08/30/2024	Payroll	1	EFT		2,367.43	Aug 16-30 2024 Pay Period
4410	08/30/2024	Payroll	1	EFT		2,551.58	Aug 16-30 2024 Pay Period
4412	08/30/2024	Payroll	1	EFT		1,847.47	Aug 16-30 2024 Pay Period
4413	08/30/2024	Payroll	1	EFT		2,868.14	Aug 16-30 2024 Pay Period
4414	08/30/2024	Payroll	1	EFT		3,038.65	Aug 16-30 2024 Pay Period
4415	08/30/2024	Payroll	1	EFT		2,553.99	Aug 16-30 2024 Pay Period
4416	08/30/2024	Payroll	1	EFT		10,679.69	Aug 16-30 2024 Pay Period
4417	08/30/2024	Payroll	1	EFT		295.84	Aug 16-30 2024 Pay Period
4418	08/30/2024	Payroll	1	EFT		1,912.00	Aug 16-30 2024 Pay Period
4419	08/30/2024	Payroll	1	EFT		2,414.29	Aug 16-30 2024 Pay Period
4420	08/30/2024	Payroll	1	EFT		2,467.50	Aug 16-30 2024 Pay Period
4421	08/30/2024	Payroll	1	EFT		1,886.88	Aug 16-30 2024 Pay Period
4422	08/30/2024	Payroll	1	EFT		1,635.22	Aug 16-30 2024 Pay Period
4423	08/30/2024	Payroll	1	EFT		2,251.28	Aug 16-30 2024 Pay Period
4424	08/30/2024	Payroll	1	EFT		1,998.79	Aug 16-30 2024 Pay Period
4425	08/30/2024	Payroll	1	EFT		1,892.00	Aug 16-30 2024 Pay Period
4426	08/30/2024	Payroll	1	EFT		2,308.84	Aug 16-30 2024 Pay Period
4427	08/30/2024	Payroll	1	EFT		2,557.20	Aug 16-30 2024 Pay Period
4428	08/30/2024	Payroll	1	EFT		3,908.22	Aug 16-30 2024 Pay Period
4429	08/30/2024	Payroll	1	EFT		2,005.06	Aug 16-30 2024 Pay Period
4430	08/30/2024	Payroll	1	EFT		2,481.45	Aug 16-30 2024 Pay Period
4431	08/30/2024	Payroll	1	EFT		2,014.62	Aug 16-30 2024 Pay Period
4432	08/30/2024	Payroll	1	EFT		1,655.12	Aug 16-30 2024 Pay Period
4433	08/30/2024	Payroll	1	EFT		1,884.39	Aug 16-30 2024 Pay Period
4434	08/30/2024	Payroll	1	EFT		1,897.08	Aug 16-30 2024 Pay Period
4435	08/30/2024	Payroll	1	EFT		3,584.07	Aug 16-30 2024 Pay Period
4436	08/30/2024	Payroll	1	EFT		1,152.18	Aug 16-30 2024 Pay Period
4438	08/30/2024	Payroll	1	EFT		2,647.72	Aug 16-30 2024 Pay Period
4439	08/30/2024	Payroll	1	EFT		2,593.40	Aug 16-30 2024 Pay Period
4440	08/30/2024	Payroll	1	EFT		3,054.86	Aug 16-30 2024 Pay Period
4441	08/30/2024	Payroll	1	EFT	EFTPS	65,336.46	941 Deposit for Pay Cycle(s) 08/30/2024 - 08/30/2024
4469	08/30/2024	Payroll	1	EFT	Vision Services Plan	106.97	Pay Cycle(s) 06/28/2024 To 06/28/2024 - COUNCIL VISION; Pay Cycle(s) 07/31/2024 To 07/31/2024 - COUNCIL VISION
4470	08/30/2024	Payroll	1	EFT	Principal Life Ins Company	675.00	
4471	08/30/2024	Payroll	1	EFT	Washington State Support Registry	784.00	Pay Cycle(s) 08/30/2024 To 08/30/2024 - WA STATE SUPPORT
4479	08/30/2024	Payroll	1	EFT	HRA VEBA Trust - PD & PW YA063	3,519.23	Pay Cycle(s) 08/30/2024 To 08/30/2024 - HRA VEBA
4487	09/03/2024	Payroll	1	EFT	Dept of Retirement - Def Comp	4,284.99	Pay Cycle(s) 08/30/2024 To 08/30/2024 - Deferred Comp; Pay Cycle(s) 08/30/2024 To 08/30/2024 - Deferred Comp - Roth



# CHECK REGISTER

City Of Selah

08/16/2024 To: 09/06/2024

Time: 08:37:40 Date: 09/05/2024

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4488	09/03/2024	Payroll	1	EFT	Dept of Retirement Systems	35,287.98	Pay Cycle(s) 08/30/2024 To 08/30/2024 - PERS2; Pay Cycle(s) 08/30/2024 To 08/30/2024 - LEOFF2; Pay Cycle(s) 08/30/2024 To 08/30/2024 - PERS3
4489	09/03/2024	Payroll	1	EFT	Washington Teamsters Welfare Tr-Medical	189,287.25	Pay Cycle(s) 08/30/2024 To 08/30/2024 - MEDICAL
4490	09/03/2024	Payroll	1	EFT	Washington Teamsters Welfare Trust	9,769.60	Pay Cycle(s) 08/30/2024 To 08/30/2024 - Dental + Vision
4405	08/30/2024	Payroll	1	86401		295.84	Aug 16-30 2024 Pay Period
4411	08/30/2024	Payroll	1	86402		295.84	Aug 16-30 2024 Pay Period
4437	08/30/2024	Payroll	1	86403		295.84	Aug 16-30 2024 Pay Period
4456	08/30/2024	Payroll	1	86404	Selah Police Association Employee Fund	290.00	Pay Cycle(s) 08/30/2024 To 08/30/2024 - PD EMP FUND
4457	08/30/2024	Payroll	1	86405	Teamsters Local #760 - PW Dues	1,001.00	Pay Cycle(s) 08/30/2024 To 08/30/2024 - TEAMSTERS PW DUES
4458	08/30/2024	Payroll	1	86406	Trusteed Service Plan	845.00	Pay Cycle(s) 08/30/2024 To 08/30/2024 - Disability
4459	08/30/2024	Payroll	1	86407	Western Conf of Teamsters Pension Tr-PD	9,709.09	Pay Cycle(s) 08/15/2024 To 08/15/2024 - PENSION PD TMS; Pay Cycle(s) 08/15/2024 To 08/15/2024 - PENSION PW TMS; Pay Cycle(s) 08/30/2024 To 08/30/2024 - PENSION PD TMS; Pay Cycle(s) 08/30/2024 To 08/30/2024 - PENSION PD TMS;

001 General Fund	262,079.00
103 Fire Control	94,165.88
110 City Street	31,979.31
111 Street Improvement	1,577.58
118 Civic Center	6,441.64
119 Transit	7,893.66
121 Tourism	743.06
411 Water	52,266.08
415 Sewer	81,575.77
420 Solid Waste	10,354.13

549,076.11 Payroll: 549,076.11

**CHECK REGISTER**

City Of Selah

Time: 08:37:40 Date: 09/05/2024

08/16/2024 To: 09/06/2024

Page: 4

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the City of Selah, and that I am authorized to authenticate and certify to said claim.

Kathryn L Davis  
Payroll Specialist

Kimberly Gorman  
Finance Director

Subscribed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

The following voucher/checks are approved for payment:

Voucher/check number \_\_\_\_\_ through \_\_\_\_\_ Total \$ \_\_\_\_\_



# Selah City Council

## Regular Meeting

### AGENDA ITEM SUMMARY

Meeting Date: 9/10/2024  
Agenda Number: 13A

Action Item

**Title:** Resolution Authorizing Public Works to Purchase a New 2024 Ford F350 4X4 Pickup Truck and to Surplus the City's Existing 2010 Ford F350 4X4 Pickup Truck (VIN #1FTRF3B68BEA161337)

**From:** Rocky D. Wallace, Public Works Director

**Action Requested:** Approval

**Staff Recommendation:** Approval

**Board/Commission Recommendation:** N/A

**Fiscal Impact:** \$58,815.68 (which is inclusive of sales tax)

**Funding Source:** 001 General Fund (Park); 110 Street; 411 Water; 415 Sewer

**Background/Findings/Facts:** The City's 2010 Ford F350 4X4 pickup truck with 134,157 miles is past its useful life for City purposes, has minimal value, and should be declared to be surplus.

A new 2024 Ford F350 4X4 pickup truck can be purchased as a replacement. The total cost of the replacement pickup will be \$58,761.47 (inclusive of sales tax).

The attached proposed Resolution will, if approved, authorize Public Works to purchase the replacement pickup truck and to surplus the existing pickup truck. The purchase may or may not be completed in 2024, and a line item allocation will be included in the 2025 budget, if needed, when the 2025 budget prepared and approved in late 2024. The existing pickup will be retained until after the replacement is physically obtained.

The Washington State Department of Enterprise Services (DES) opened its new vehicle order window on September 1, 2024 to allow for some excess 2024 vehicles to be purchased. The order window will close on September 11, 2024, which is what necessitates City Council action now even though, as stated above, the purchase may not occur until 2025.

**Recommended Motion:** I move to approve the Resolution in the form presented.

*Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).*

<b>Date:</b>	<b>Action Taken: None</b>
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RESOLUTION NO. 3147

RESOLUTION AUTHORIZING PUBLIC WORKS TO PURCHASE A NEW 2024 FORD F350 4X4 PICKUP TRUCK AND TO SURPLUS THE CITY'S EXISTING 2010 FORD F350 4X4 PICKUP TRUCK (VIN #1FTRF3B68BEA16137)

WHEREAS, the City needs to replace its existing 2010 Ford F350 4X4 pickup truck (Vin #1FTRF3B68BEA16137) because it is past its useful life for City purposes; and

WHEREAS, the existing pickup has minimal value, should be declared to be surplus, and should be sold when appropriate in a commercially reasonable manner; and

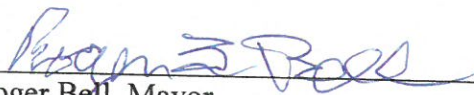
WHEREAS, the cost of a replacement 2024 Ford F350 is expected to be \$58,761.47 (inclusive of sales tax); and

WHEREAS, purchase of the replacement pickup would occur during 2024 or early 2025 and a line item allocation, if needed, will be included in the 2025 budget when it is prepared and approved in late 2024; and

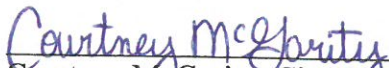
WHEREAS, the City Council finds that good cause exists for purchasing the replacement pickup, and also for declaring the existing pickup to be surplus and selling it for the believed fair market value after the replacement is physically obtained;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON that Public Works be and is authorized to purchase a new 2024 Ford F350 4X4 pickup for \$58,761.47 (or a lesser amount, if that somehow proves possible) and also to sell the existing 2010 Ford F-350 in a commercially reasonable manner after the replacement is physically obtained.

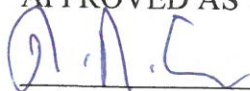
PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 10<sup>th</sup> day of September, 2024.

  
\_\_\_\_\_  
Roger Bell, Mayor

ATTEST:

  
\_\_\_\_\_  
Courtney McGarity, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Rob Case, City Attorney



# Selah City Council

## Regular Meeting

### AGENDA ITEM SUMMARY

Meeting Date: 9/10/2024  
Agenda Number: 13B

Action Item

**Title:** Resolution Declaring a Ford Van, AM General Truck and a Generator Set as Surplus, and Authorizing Their Sale

**From:** Police Chief, Dustin Soptich

**Action Requested:** Approval

**Staff Recommendation:** Approval

**Board/Commission Recommendation:** N/A

**Fiscal Impact:** No fiscal impact (but anticipated sale revenues of lessor than \$10,000.00).

**Funding Source:** N/A

**Background/Findings/Facts:** The Selah Police Department no longer has use for the following items:

- Jail Van, 1998 Ford E-350 (VIN \$1FBNE31L9WHB83608);
- AM General 5-ton truck (ID # NLOD55 C534-00200); and
- Generator Set (15KW SN/ASK-15-1326).

The Ford van was our old jail van, which has now been replaced by an appropriate corrections vehicle. The AM General truck and the generator set were acquired at no cost to the City through DRMO (Defense Reutilization and Marketing Service, which is now known as DLA Disposition Services).

Combined, these items have de minimum value – likely lessor than \$10,000.00 cumulatively. City staff recommends that the items be sold in a commercially reasonable manner.

**Recommended Motion:** I move to approve the Resolution in the form presented.

*Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).*

Date:	Action Taken:

RESOLUTION NO. 3148

RESOLUTION DECLARING A FORD VAN, AM GENERAL TRUCK AND A GENERATOR SET AS SURPLUS, AND AUTHORIZING THEIR SALE

WHEREAS, the City owns a 1998 Ford E-350 van (VIN #1FBNE31L9WHB83608), an AM General 5-ton truck (ID #NLOD55 C534-00200) and a Generator Set (15KW SN/ASK-15-1326), and the City no longer need such items for City operations; and

WHEREAS, in their present condition, such items have only de minimus value and are likely cummulatively worth no more then en Thousand Dollars (\$10,000.00); and

WHEREAS, City management desires to dispose of the items by declaring them to be surplus and then selling them for their respective believed fair market values; and

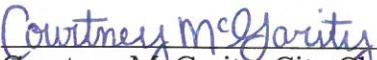
WHEREAS, the City Council finds that good cause exists;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON that the 1998 Ford E-350 van (VIN #1FBNE31L9WHB83608), AM General 5-ton truck (ID #NLOD55 C534-00200) and a Generator Set 15KW SN/ASK-15-1326 are each and all declared to be surplus, and are approve for sale in a reasonable manner without further approval or action by the City Council – with such sale(s) being to any buyer(s) for the maximum price(s) that can be obtained.


PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 10<sup>th</sup> day of September, 2024.

  
\_\_\_\_\_  
Roger Bell, Mayor

ATTEST:

  
\_\_\_\_\_  
Courtney McGarity, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Rob Case, City Attorney



# Selah City Council

## Regular Meeting

### AGENDA ITEM SUMMARY

Meeting Date: 9/10/2024

Agenda Number: 13C

Action Item

**Title:** Resolution Declaring One 1988 FMC Spartan Pumper as Surplus, and Authorizing its Disposition and Sale

**From:** Jim Lange, Fire Chief

**Action Requested:** Approval

**Staff Recommendation:** Approval

**Board/Commission Recommendation:** N/A

**Fiscal Impact:** No fiscal impact (but anticipated sale revenues of less than \$10,000.00).

**Funding Source:** N/A

**Background/Findings/Facts:** The Selah Fire Department no longer has use for its 1988 FMC Spartan Fire Pumper, which is past its useful life for Department purposes, has minimal value, and should be declared to be surplus.

In its present condition, the vehicle has de minimis value – likely less than \$10,000. The Fire Department requests the City Council to –via its general powers under RCW 35A.11.010 – declare the vehicle as surplus and authorize its disposition and sale as Fire Department management sees fit.

**Recommended Motion:** I move to approve the Resolution in the form presented.

*Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).*

Date:	Action Taken:

RESOLUTION NO. 3149

RESOLUTION DECLARING ONE 1988 FMC SPARTAN PUMPER AS SURPLUS, AND  
AUTHORIZING ITS DISPOSITION AND SALE

WHEREAS, the Fire Department owns a 1988 FMC Spartan Pumper that is outdated and is no longer needed for operations; and

WHEREAS, in its present condition, the vehicle is likely worth no more than ten thousand dollars (\$10,000.00); and


WHEREAS, Fire Department management desires to have the vehicle declared to be surplus by the City Council consistent with its general powers under RCW 35A.11.010 and other applicable law, and further desires to receive authorization to dispose and sell the vehicle as Fire Department management sees fit; and

WHEREAS, other smaller fire departments may be interested in purchasing the vehicle, and various other parties might also be interested in purchasing the vehicle; and

WHEREAS, the City Council finds that good cause exists for declaring this vehicle to be surplus, and for granting Fire Department management the approval to sell and dispose of the vehicle;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the City Council does hereby declare the above-specified vehicle to be surplus, and also hereby authorizes Fire Department management to dispose of and sell such vehicle without further approval or action by the City Council – with such sale being made either to another area fire department directly or to a different party via a surplus website for whatever maximum price can be obtained. Finally, any net sale proceeds shall be deposited into the Fire Equipment Reserve Fund No. 150.


PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 10<sup>th</sup> day of September, 2024.

  
\_\_\_\_\_  
Roger Bell, Mayor

ATTEST:

  
\_\_\_\_\_  
Courtney McGarity, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Rob Case, City Attorney