



KITTITAS COUNTY FIRE DISTRICT 7

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4244 Bullfrog Road — Cle Elum, Washington 98922 — (509) 649-2789 — Emergency Dial 911

Board of Fire Commissioners-Meeting Minutes

April 16, 2026

CALL TO ORDER: The meeting was called to order at 1800 hours at Station 72; FF Hinkle led the pledge of allegiance.

PRESENT: Commissioner Jeff Myers, Commissioner John P. Keffer, Chief Aaron Lowe, District Secretary Micallef, four full-time firefighters, and nine members of the public.

ADOPTION OF AGENDA: By consent, the Commissioners moved “Resolution 2026-4 Commissioner Vacancy” to start of meeting.

Commissioner Chair Myers announced that the Board had reached a decision on the appointment of the vacant commissioner board position at the last special meeting and had appointed Brian Bosserman to complete the unexpired term of Commissioner Zipperer.

District Secretary Micallef read the Oath of Office to Mr. Bosserman, and it was signed. Commissioner Keffer motioned to approve and sign Resolution 2026-4 appointing Brian Bosserman, Commissioner Myers seconded the motion. The Board approved the resolution 2-0. Commissioner Bosserman took his seat on the Board.

PUBLIC COMMENT: Walt Wagner, a KCFD7 volunteer, thanked the Board for picking Commissioner Bosserman because he had sat through the candidate interviews and Bosserman was also his choice. Wagner also shared his wish list, which included upgrading the tenders and engines at Stations 74 and 77. He felt a new fire station in the Lauderdale Junction area would be a good future location to serve that end of the District.

APPROVAL OF MINUTES: Commissioner Keffer motioned to approve the March Regular Meeting Minutes; Commissioner Bosserman seconded the motion; the Board voted 3-0 to approve.

Commissioner Keffer motioned to approve the March 30, 2026, Special Meeting Minutes; Commissioner Bosserman seconded the motion; the Board voted 3-0 to approve.

Commissioner Keffer motioned to approve the April 9, 2026, Special Meeting Minutes; Commissioner Bosserman seconded the motion; the Board voted 3-0 to approve.

CORRESPONDENCE: None.

FINANCIAL REPORT: The Financial Report was provided to the Board; total monthly expenditure was \$439,454.16; expenses were reviewed. Commissioner Bosserman recused himself from this vote as he had not received the report as he had not yet taken office. Commissioner Myers made a motion to approve and sign the expense and payroll registers as presented, and Commissioner Keffer seconded; the Board voted 2-0 to approve, with Commissioner Bosserman recused.

The third new KME Engine is in final production, but the LOCAL funding through the state Treasurer's office will not be available until June. The District may need to pay for the engine from the apparatus reserve fund, and the LOCAL funds will replenish the reserve when received.

CHIEF'S REPORT:

- The March Calls Report was presented.
- No significant calls.
- **Significant Events –**
 - Lieutenant Testing and Firefighter interview and testing done, list to follow later in meeting.
 - IAFC WUI Board Conference.
 - WUI Code Committee to start soon.
 - Updating of the CWPP in process and creation of recovery committee.
 - Academy graduation is April 13th, Chiefs and Commissioners attending.
 - Fire Chief has filled the open firefighter position by hiring Logan Scharnickel; he will start the State Fire Academy on April 29th.
 - Working with the Kittitas County Conservation District on grants to thin fuels along evacuation routes (such as highway 903).
 - After the Flames conference was held at Suncadia.
 - Meeting with Medic One and new Division Chiefs.
 - Meeting with Cle Elum PD on evacuation routes.
 - KCFACC meeting and recommendation on evacuation routes.
 - A contractor for the countywide standards of fire coverage project has been hired, this will take 6-9 months.
 - Cooperators meeting with DNR and Forest Service to start standardized response plans and cross-training.
- **Training Summary:** The summary of monthly training hours was provided. The new training plan was outlined.

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- **Fleet Summary:** The updated apparatus status spreadsheet was presented. An apparatus replacement schedule is a goal. New invoicing system for our fleet mechanic to keep track of work and parts he has ordered; the goal is to give mechanic more time to turn wrenches and less working on paperwork. The Commissioners asked the status of the two new engines; one is currently at SeaWestern in Yakima for final punch list corrections; when it is back, the second engine will go in for the same.
- **Facilities Summary:** The Nederman at Station 73 has been repaired; the apparatus bay door damaged by the medic unit has parts on order and is being paid by Medic One.

COMMISSIONER’S REPORT: Commissioner Myers wanted to note that the District met several times with leaders from our neighboring three cities *at their request* to discuss consolidated fire service options. These discussions and public meetings were triggered by the cities, likely as a result of the May 2026 full-time staffing of Station 76, as well as the \$26 million bankruptcy facing the City of Cle Elum.

It has been an interesting process, and the Commissioners and District leadership have attempted to answer all the questions and concerns in a patient, transparent, and professional manner. In the end, should any of the cities decide to annex into the District, the decision will not be that of the Mayors, Council Members, or Commissioners; it will be decided by a vote of the residents of the city, and a vote of the residents of the District.

Commissioner Myers indicated ‘*let the voters decide*’.

Commissioner Keffer would like to thank all the members of KCFD7 for not engaging in social media drama that has been happening. People do notice that we are demonstrating our District Values of Integrity, Accountability, and Professionalism. He has been very disappointed with the personal attacks against our members and it will not be tolerated by this Board.

UNFINISHED BUSINESS:

Annexation Discussion: Commissioner Myers indicated that we are currently waiting for the City of Cle Elum and Town of South Cle Elum to decide what they plan on doing moving forward. Then Commissioners will then talk about what is the best direction for KCFD7 residents.

NEW BUSINESS:

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Policy Review:

- **SOP 301 Emergency Response.** Commissioner Bosserman will recuse himself since he was not on the Board for the review of these policies. Commissioner Keffer motioned to approve SOP 301, Commissioner Myers seconded the motion. The Board voted 2-0 to approve the policy.
- **SOP 308 Atmospheric Monitoring for Carbon Monoxide.** Commissioner Bosserman will recuse himself. Commissioner Keffer motioned to approve SOP 308, Commissioner Myers seconded the motion. The Board voted 2-0 to approve the policy.
- **SOP 323 Performance of Duties.** Change 323.9 from 'department' to 'district'. Commissioner Bosserman will recuse himself. Commissioner Keffer motioned to approve SOP 323, Commissioner Myers seconded the motion. The Board voted 2-0 to approve the policy.
- **SOP 1028 Uniform Regulations.** This policy is still being revised and will be presented at the next meeting. The Board recommended specific uniform items be listed in a policy addendum which can be easily updated without having to update the entire policy.

Firefighter Hiring List: This list was created after testing and interviews. The top candidate was hired (as noted earlier in the meeting); the remainder of the hiring list will last for a year with the option to extend. Commissioner Keffer motioned to approve the list, Commissioner Bosserman seconded the motion. The Board voted 3-0 to approve.

Lieutenant Promotional List: This list was created after testing and interviews. FF Koreski scored at the top; as he was in the audience he was congratulated by the Board. Commissioner Keffer motioned to approve the list, Commissioner Bosserman seconded the motion. The Board voted 3-0 to approve.

Cashmere Valley Bank Account Update: A request to update the issuance of District credit cards to the new Division Chiefs, issue cards to each Lieutenant, and raise the spending limit from \$7,000 to \$10,000. Commissioner Myers motioned to approve the changes (to include any required updates to the Purchasing Policy), Commissioner Keffer seconded the motion. The Board voted 3-0 to approve.

Life Support Justification Letter: Commissioner Myers offered to provide a letter from the Board to Life Support detailing the delays outside of the control of the District in completing the Training Tower per the prior written funding agreement.

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Commissioner Bosserman motioned to have Chair Myers draft the letter on behalf of the Board. Commissioner Keffer seconded the motion, and the Board approved 3-0.

Good of the Order/Announcements:

- FF Walt Wagner was hoping that someone could pick up the old KCFD7 signs sitting around the stations. The Commissioners would like to save the signs and have them stored at Station 72; Chief Lowe will take care of it.

ADJOURNMENT: With no further business before the Board, the meeting was adjourned at 1929 hours.

APPROVED:

Kittitas County Fire District #7,
Kittitas County, Washington

By: 

Jeff Myers, Commissioner

By: 

John P. Keffer, Commissioner

By: 

Brian Bosserman, Commissioner

ATTEST:


Eryn A Micallef, District Secretary