



KITTITAS COUNTY FIRE DISTRICT # 7
MINUTES OF FIRE COMMISSIONERS MEETING
January 9, 2025 18:00

CALL TO ORDER: The meeting was called to order at 18:00 hours at Station 72, on January 9th, 2025. The Pledge of Allegiance was led by Commissioner Chair Myers. A moment of silence followed for the devastating California Fires.

PRESENT: Commissioner Chair Jeff Myers, Commission Vice Chair Justin Zipperer called in VIA Teams, Commissioner Rober Cernick, Chief Aaron Lowe, District Secretary Micallef and Six members of KCFD 7 and 3 members of HD2.

ADOPTION OF AGENDA: Commissioner Cernick motioned to approve the agenda, A couple of items were to be added to the Chiefs report, a restricted donation agreement for the Fire Training Tower and a Letter of Intent about the office rental property for discussion. Commissioner Chair Myers seconded the motion. The Board voted 3-0 to approve the agenda.

PUBLIC COMMENT: No public comment

APPROVAL OF MINUTES: Meeting minutes were presented for approval. The meeting minutes were from the December Regular Meeting. Commissioner Cernick motioned to approve both of the meeting minutes; Commissioner Myers seconded the motion. The Board voted 3-0. Minutes were signed, and the Board authorized Commissioner Zipperer to sign when he is present.

CORRESPONDENCE: None.

FINANCIAL REPORT: Report was given. The ending balance in all accounts for 2024 was 5,074,623.22. At of the end of December \$5,523,020.46 or 97.08% in property taxes had been collected, and \$141,025.17 was still left to be collected. Commissioner Cernick motioned to approve the check registers, Commissioner Zipperer seconded the motion, the Board voted 3-0 to approve and sign the check registers. The Board authorized Commissioner Zipperer to sign at a later time when present.

CHIEFS REPORT:

- Just as the meeting started a call for us to send FF's and an apparatus came in to support efforts in California. Will be working on the logistics and feasibility of doing so.
- **Significant December Calls:**
 - 12/16 CPR – HD2 wanted to thank us for the assistance on that call. FF Ditsworth, FF O'Donnell, FF Victor, FF McLennan and FF Hellenen were on that call. Chief Lowe would like to thank HD2 for the working relationship.
 - Pediatric CPR call and a response to a suicide were recent calls and Chief Lowe is working on identifying who responded to these call and to make sure there is help offered. Commissioner Myers stressed that we need to check on those who respond to calls like this to change the culture in public safety and to provide support.



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• **Events:**

- **CERSD Fire Inspection** - Members of KCFD7 accompanied Deputy Fire Marshall on the annual inspection of the school. This helps increase communication between KCFD7 and the School District and helps firefighters know what the Fire Marshall is looking for.
- **Station 75/DNR** – DNR reached out to Chief Admin Officer Micallef to discuss the lease for Station 75 land that is expiring in June 2025. Because DNR is a lands trust they have to put the lease out there for others to bid on. This will be advertised in the paper, and may create some confusion and calls to either the Board or office staff. Due to the fact that the District owns the improvements to the property, it isn't likely anyone would want the lease. Once this advertisement is over, DNR will finalize the lease for the District. This will be a ten year lease. The rent will only increase in a COLA each year.

COMMISSIONERS REPORT:

- Commissioner Chair Myers has been working first responder wellness. The District has the option to join the First Responder Task Force. To be part of it we would need to host one meeting here in the county. This is a really exciting group with great programs for First Responders. A lot of meetings are available by Zoom so many could attend. More information to come.

UNFINISHED BUSINESS:

- **Training Tower update**
 - **Small Business Utilization Plan** – This is needed per our Attorney. This allows us to also work with members of our District who have special skills needed. Chief Lowe would like to thank LT Federwisch on all the work he has put in on this project and for taking it on. Chief Lowe would also like to thank Life Support for their generous donation.
 - **Life Support Restricted Donation Agreement** – This document states the funds must be used for the Fire Training Tower. \$250k upfront, \$250k later in Spring will be donated and the final \$60k will be held and donated within 90 days of completion if on schedule. LT Federwisch stated that a lot of construction is outside the scope of control the district has, but that we are on schedule so far. Commissioner Zipperer motioned for Chief Lowe to be able to sign for the District. Commissioner Cernick seconded the motion. The Board voted 3-0.
 - **Small Works Resolution 2025-4** – Commissioner Cernick motioned to approve and use. Commissioner Zipperer seconded the motion. The Board voted 3-0 to approve and sign the resolution. The Board authorized Commissioner Zipperer to sign the resolution when he was present.
 - **General Contractor Agreement** – This project would require a General Contractor. FED Brothers Construction has offered to donate their license to KCFD7 at no cost to the District for this project. This is a donation and FED Brothers Construction will not make any profit. Commissioner Cernick motioned to approve,



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Commissioner Chair Myers seconded it, the Board voted 3-0 to approve the agreement.

- **Equipment Release Agreement** – Allows our employees working on the tower to use their own equipment on the project. The employees must carry their own insurance on equipment. Commissioner Cernick motioned to approve the agreement, Commissioner Zipperer seconded the motion. The Board voted 3-0 to approve and sign the agreement.
- **Contract, small and long form contract** – For use on fire training tower, created by our attorney. Recommended for us to adopt for Chief Lowe to sign as needed in the Fire Training Tower project. Commissioner Cernick motioned to approve and have Chief sign for the district. Commissioner Zipperer seconded the motion and the Board voted 3-0.

NEW BUSINESS:

- **Resolution 2025-1 Per Diem** – Resolution to establish the milage rate, and travel per diem. Commissioner Cernick motioned to approve and sign the resolution. Commissioner Zipperer seconded the motion. The Board voted 3-0 and approved and signed the resolution.
- **Resolution 2025-2 Regular Meeting Times** – Keeping meetings on 2nd Thursday of each month at 6pm. Commissioner Cernick Motioned to approve and sign the resolution, Commissioner Zipperer seconded the motion. The Board voted 3-0 to approve and sign the resolution.
- **Resolution 2025-3 Commissioners to Serve** – Commissioners do not want to execute this resolution.
- **Impress Account Agreement** – Updated agreement with the County allowing us to utilize our own impressed account and write our own checks. Need to add resolution number in agreement from resolution was done in December 2024 to the front of agreement. Commissioner Cernick motioned to approve and sign the agreement, Commissioner Zipperer seconded the agreement. The Board voted 3-0 to approve and sign the agreement.
- **6th Air Naval Gunfire Liaison Company Mountain Training MOU** – LT Mosiman's unit approached him about having Station 78 be the command post during the training. They will bring everything necessary and we won't have to do anything different than normal. Commissioner Cernick motioned to approve the MOU and to have Chief Lowe sign on behalf of the District. Commissioner Zipperer seconded the motion, and the Board voted 3-0 to approve and have the Chief sign the MOU.
- **Letter of Support request for Broadband Equity Access and Deployment (BEAD).** County Commissioner Wright is working on bringing broadband access to all rural areas of Kittitas County. The county understands in situations like Covid just how imperative it is for everyone to have access to reliable internet for school operations and such. He has asked the District to sign a letter of support. Commissioner Cernick motioned to have the Chief Lowe sign this letter, Commissioner Zipperer seconded the motion and the Board voted 3-0 to approve the Chief signed letter.



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- **Firefighter and Fire Lieutenant Job Description Modifications** – Job descriptions need to be altered to allow for temporary assignments which would allow for employees to work on the training tower. Having a sunset clause on the modification was discussed. Commissioners have no objections to this change and would like the Chief to move forward with it.
- **Administrative Office Space 3 year lease** – The District had asked for two years, the landlord came back with three years. The Commissioner Board all agree that the Chief can move forward with a three year lease.
- **Levy Lift in 2025 Discussion** – Chief Lowe would like to create an ad-hoc committee with a member of Labor, Volunteer, Admin and Commissioners. Commissioners nominate Commissioner Chair Myers to represent them. Meetings to follow to discuss options.

GOOD OF THE ORDER: IAFF 4880 has elected a new President and Vice President. Matt Schauer is now the president and Coulson O'Donnell is Vice President. Both were introduced to the Board. Commissioner Chair Myers is working on an article on the budget process for the paper. Commissioner Chair Myers thanked everyone for a productive first year on the Board.

ADJOURNMENT: Commissioners adjourned the meeting at 7:40pm.

APPROVED

Kittitas County Fire District No. 7,
Kittitas County Washington

By: 

Jeff Myers, Commissioner Chair

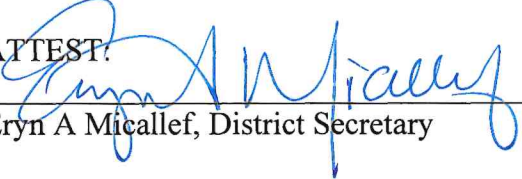
By: 

Justin Zipperer, Commissioner Vice Chair

By: 

Robert Cernick, Commissioner

ATTEST:


Eryn A Micallef, District Secretary