



KITTITAS COUNTY FIRE DISTRICT # 7
MINUTES OF FIRE COMMISSIONERS MEETING
November 14, 2024 18:00

CALL TO ORDER: The meeting was called to order at 18:00 hours at Station 72, on November 14th, 2024. The Pledge of Allegiance was led by Administrative Specialist, Brenna Whitney.

PRESENT: Commissioner Chair Jeff Myers called in via Teams, Commission Vice Chair Justin Zipperer, Commissioner Rober Cernick, Chief Aaron Lowe, Administrative Specialist Brenna Whitney, and four KCFD 7 Firefighters. District Secretary Eryn Micallef had an excused absence.

ADOPTION OF AGENDA: Commissioner Zipperer motioned to approve the agenda, Commissioner Cernick seconded the motion, the Board voted 2-0 to approve the agenda.

PUBLIC COMMENT: No public comment

APPROVAL OF MINUTES: Meeting minutes were presented for approval. The meeting minutes were from the October Regular Meeting. Commissioner Myers motioned to approve the meeting minutes; Commissioner Cernick seconded the motion. The Board voted 2-0. Minutes were signed.

CORRESPONDENCE: We received a letter from the Cle Elum Downtown Association thanking us for participating in Boo Elum.

FINANCIAL REPORT: Report was given. At the end of October, the amount in all accounts was \$5,366,782.93. As of the end of October \$5,200,522.16 in property taxes had been collected, and \$454,817.14 was still left to be collected. Commissioner Myers motioned to approve the check registers, Commissioner Cernick seconded the motion, the Board voted 2-0 to approve and sign the check registers.

CHIEFS REPORT:

- **Significant October Calls:**
 - No significant calls over the last month
- **Events:**
 - **Badge Pinning –**
 - Badge pinning was on October 11th at 1630. We had a great turnout with family and community members. Commissioner Myers recognized Chief Lowe as the new Fire Chief of KCFD7.
 - **Officer morning conference calls –** Every morning there is a video call for LTs and Acting LTs, Training Captain, Fleet, Fac Maintenance, Chief Admin Officer and Chief Lowe. This allows them to plan for the day and improve communication.
 - **Harvest Festival –** We had a lot of staff and volunteers show up.
 - **DNR –** DNR had to leave their booth, so we were able to step in and help. We handed out their brochures, goodies, etc.



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- **ESO Implementation** – We are writing dual reports in ERS and ESO for now. We will go live in ESO January 1st, 2024. We have discussed report writing training to get everyone up to speed and make sure they are done correctly.
- **EMT Tuition**
 - **Commitment**
 - 10% of calls, 25% trainings. Must be with us for at least one year to get reimbursed.
 - Come up with a plan to present to commissioners for longer commitments from volunteers.
 - **Find annual cost to retain EMT Students**
 - Recertifications
 - OTEP
 - **Commissioner Myers**
 - Make them feel welcome
 - Reimburse on a sliding scale

COMMISSIONERS REPORT:

- We need to get all the stations to have presentable appearances. We have all the duty crews making lists of things that need fixed at each station. This will be put all together so we can document what has been done and what needs to be done. Myers would like to do an open house at Station 71 next year sometime. Invite the community out, possibly put on a little BBQ for them; hot dogs/burgers, all adults and kids invited. We would paint the station and get it looking nice
- The vintage engine has been utilized at different events. We want to get it where it can be a part of parades, more events, state send-offs, etc and can drive reliably.

UNFINISHED BUSINESS:

- a. **Training Tower update** – Contract has been signed and sent to Life Support. Just waiting on fire blast contract. The plan for moving forward is on a spreadsheet created by LT Federwisch. We plan to utilize those in the district that has construction backgrounds. This allows District 7 to be fully involved in the building of this project. Permits are being taken care of and making sure they meet all the requirements. Life support will send a check directly to us/commissioners for payment.
- b. **Station 73 Flood mitigation** – Has been sent to contractor for handling the situation, but have not gotten a reply back yet. Correspondence with the county. FEMA is okay with this situation as long as someone is working on it. Generator staying in the budget just in case.

NEW BUSINESS:

- a. **Resolution 2024-10 Surplus** - 2003 Ford F350 Plow truck has been surplused. Checked on Blue books, Thorp wants to purchase for \$2000. This was motioned to surplus by Commissioner Cernick. Commissioner Myers seconded the motion. FF Tony Ditsworth



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realized this may be the wrong truck that we had information on. He went to check, and it was incorrect. Commissioner Cernick motioned to rescind this surplus. Commissioner Zipperer seconded this motion. We will get the correct vehicle and title ready.

b. Resolution 2024-11 Levy Rate Certification –

- a. Need to find the number that the Levy is changing by and inform commissioners. Commissioner Myers motioned to approve this resolution. Commissioner Cernick seconded the motion. The Board voted unanimously.

c. Resolution 2024-12 Budget Approval

- a. Commissioners would like us to put together a salary schedule of all of the administrative staff and facilities. This includes Chief as well. This should include where they are now in regards to salary, and certifications. We must come up with steps for increase. This may include merit, performance, certifications, longevity, etc. Commissioner Cernick motioned to approve this resolution. Commissioner Myers seconded. The Board voted unanimously.

d. Recognition Ideas for Citizens at October 3, 2024 MVA

- a. Ideas – We need to come up with some that we like and send to commissioners
 - i. Certificate with frame
 - ii. Medal
 - iii. Presentation of “award” at Commissioners meetings. Take pictures

GOOD OF THE ORDER: . Motion to adjourn by Commissioner Zipperer. Commissioner Cernick seconded.

Meeting was adjourned at 6:53 pm.

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