

**KITTITAS COUNTY FIRE DISTRICT #2
Ellensburg, Washington**

Minutes of: Commissioners' Board Meeting
Meeting date: May 14th, 2026
Meeting time: 7:00pm
Meeting place: 400 E. Mountain View, Station 29

Commissioners in Attendance: Pat Clerf, Neil O'Neill, Andy Polak and Scott Ciraulo. Commissioner Pettit had an excused absence.

Others in Attendance: Interim Chief Roy Palmer, Deputy Chief Chris Moen, ASM McBride, Levon Yengoyan and numerous firefighters and members of the public.

1. Call to Order: Commissioner Clerf called the meeting to order at 1900 hours and led the Pledge of Allegiance.

2. Approval of Agenda:

Commissioner O'Neill made a motion to approve the agenda. Commissioner Polak seconded the motion. There was no further discussion. The Board voted unanimously to approve the agenda as presented.

3. Consent Agenda

Items listed under the Consent Agenda were distributed to Fire Commissioners in advance for study. All the following items were enacted with one motion:

3.1 Approve Meeting Minutes

- April 9th Meeting Minutes
- April 21st Special Meeting Minutes
- April 27th Special Meeting Minutes
- April 30th Special Meeting Minutes
- May 4th Special Meeting Minutes

3.2 Acknowledge Correspondence

- None

3.2 Authorize to pay vouchers

April 2026			
Amount	Description	Amount	Description
\$571,002.67	GEN FUND 010	\$722,661.59	PAYROLL
\$243,674.02	EMS FUND 011	\$125,341.80	CLAIMS
\$33,326.70	EQUIPMENT FUND 041		
\$848,003.39			

Commissioner O'Neill made a motion to approve the Consent Agenda. Commissioner Polak seconded the motion. There was no further discussion. The Board voted unanimously to approve the agenda as presented.

4. Public Hearing: None.

5. Public Comment: FF Haberman requested permission for the use of the station for the 4th of July pancake feed. FF Haberman also shared that he has been apart of the KVFR hiring and he is seeing a quilt of the patchwork and there were some people that we interviewed that would make beautiful additions to KVFR.

6. Administrative Reports

6.1 Finance: ASM McBride introduced Dina Yook as the new FSM for KVFR and presented the attached report and addressed the following:

- The overtime reports are attached for the month of April. 609 hours for the month.
- The financial statements were not reconciled and not available from the county yet.
- The annual report is due at the end of the month and we need to set up a time for the finance committee to review it.
- Dina has been doing an amazing job and onboarding as the new financial services manager.

6.2 District Secretary Report: DS McBride presented the attached report and addressed the following:

- We had a hiring process with 171 applicants, 87 qualified EMT's and 6 paramedics applied.
- The WFOA is hosting a class called "transforming fire service culture" in June. Commissioner Pettit has been registered.

6.3 Deputy Chief Report: DC Moen presented the attached report addressed the following:

- April call responses were slightly lower than our average. Out of county transfers
- Transfer meetings are continuing with good discussion. There is a change on the horizon, weather the hospital makes the change or we do. There is another meeting scheduled that will include us, and labor personnel that was set up by the hospital.
- Chief Moen is instituting a safety standdown next week after a safety concern was brought to Chief Moen, no transfers will be happening at night for non emergent transfers between 2200-0400 to explore the root cause.
- Chief Moen will be meeting with Jake Yake from the Rodeo board for staffing next week during the event.

6.4 Chief Report: Chief Palmer presented the attached report and addressed the following:

- E-282 is back and repaired, he has negotiated as much as he can with the bill for the repair and went from \$22,000 down to \$16,000 as the final bill. They cut down on labor costs but they did have it in the shop for a year. It turned out to be a grounding wire. The engine is now back in service.
- Chief Palmer appreciated the opportunity at KVFR and this will be the end for Chief Palmer in his career. He has given as much as he can give and wishes the organization the best.

6.5 Commissioner Report:

- Commissioner Polak has nothing to report pertaining to Kittcom.
- Commissioner Clerf shared that him and Chief Moen met with the volunteers and not much went on, the safety standdown was explained and they updated everyone on the door code changes. Lt Gremel is putting a reserve program back together.

7. Unfinished Business:

7.1 Levy Lid Lift:

- Commissioner Clerf said that the board needs to decide if you would like to do advertisement in-house or hire someone. Commissioner O'Neill asked about outside options. Levon Yengoyan spoke about Liz Lomis whom he has used before while at Camano Island, she is about 5-6k but requires further notice before taking a client on because of their success rate. She is actively engaged and likes time for outreach. Levon Yengoyan has had success running his own lid levy at Camano Island and has a pretty solid playbook. He has a PIO from Camano that on a consulting business can be used and she does lots of work for other fire districts. If the District is interested. Levon Yengoyan shared that he had a great meeting with Union President Josh DeHerrera and there are lots the union can bring to the table. Commissioner

Polak is concerned about current staff bandwidth. Commissioner Clerf is not ready to pull the trigger on anything. Commissioner Polak would like more solid pricing. Levon Yengoyan said he was happy to reach out for this, we can get a lot of material here. Commissioner Ciraulo asked if we are trying to get the levy on the primary or November election. ASM McBride said we have already filed with the county for the August primary, and it has been accepted by the county and prosecuting attorney. Commissioner Clerf said we already filed.

8. New Business

8.1 Resolution 26-08: Authorized Account Signers Yakima Federal: Commissioner O'Neill made a motion to approve Resolution 26-08. Commissioner Ciraulo seconded the motion. There was no further discussion and the motion passed unanimously.

8.2 Financial Services Manager for Purposes of Res 25-25: Commissioner O'Neill made a motion to approve Dina Yook as the KVFR financial services manager. Commissioner Polak seconded the motion. There was no further discussion and the motion passed unanimously.

8. Resolution 26-09: Appointment of Auditing Officers: Commissioner O'Neill made a motion to approve resolution 26-09. Commissioner Polak seconded the motion. There was no further discussion and the motion passed unanimously.

8.4 Emergency Manager City of Ellensburg: The City of Ellensburg desires to amend their current agreement for KVFR to provide emergency manager services. They wish to make a simple change that removes Emergency Management Services responsibility from KVFR and transfers that function to the City. The board discussed how this make sense and they wish for ASM McBride to acknowledge that they have received this and look forward to the amendment document.

8.5 Resolution 26-10: Investment Officers: Commissioner O'Neill made a motion to approve resolution 26-10. Commissioner Polak seconded the motion. There was no further discussion and the motion passed unanimously.

8.6 Firefighter/Paramedic Hiring Eligibility List: Commissioner O'Neill made a motion to approve the Firefighter/Paramedic Hiring Eligibility List. Commissioner Polak seconded the motion. There was no further discussion and the motion passed unanimously.

9. Executive Session: Commissioner Clerf announced at 7:33pm the board would be going into executive session pursuant to RCW 42.30.140(4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement" and "RCW 42.30.110(1)(g) "to review the performance of a public employee." The board requested that Chief Palmer, Chief Moen and ASM McBride stay with the board and they would later invite Levon Yengoyan into the executive session after some discussion. The executive session would be for 30 minutes until 08:03pm and there would be action following the executive session. At 8:03pm it was announced that the executive session would be extended for an additional 20 minutes until 8:23pm. At 8:23pm the regular meeting resumed.

10. Interim Fire Chief and Chief Administrative Director: Discussion occurred about how the board desires to negotiate contracts for services of Interim Fire Chief and an Administrative Director.

Commissioner Ciraulo made a motion to enter contract negotiations with Chief Moen for interim Fire Chief. Commissioner O'Neill seconded the motion. There was no further discussion and the motion passed unanimously. Commissioner Clerf recused himself from the discussion and motion.

Commissioner Ciraulo made a motion to start negotiations with retired Chief Yengoyan as an administrative consultant. Commissioner Polak seconded the motion. There was no further discussion and the motion passed unanimously.

Commissioner Polak made a motion enter a contract with Rich Elliott for volunteer duty chief services. Commissioner O'Neill seconded the motion. There was no further discussion and the motion passed unanimously.

11. Good of the Order/Chief Palmer Send Off: The board thanked Chief Palmer for coming onboard and helping the district.

12. Adjournment

Commissioner O'Neill made a motion to adjourn the meeting. Commissioner Polak seconded the motion. There was no further discussion and the board voted unanimously to adjourn the meeting. The meeting adjourned at 8:28pm.



Board Chair



District Secretary

