

KITTITAS COUNTY FIRE DISTRICT #2

Ellensburg, Washington

Minutes of: Commissioners' Board Meeting, Special Session
Meeting date: April 21st, 2026
Meeting time: 2:00pm
Meeting place: 400 E. Mountain View, Station 29

The special meeting was publicized according to the requirements of Chapter 188, Laws of 2012. Each Board member was sent a written notice via e-mail; the Daily Record was notified via an e-mail, a notice was posted on KVFR's website, and the notice of special meeting was posted in the front window at 400 E. Mountain View on Monday, April 20th, 2026.

Commissioners in Attendance: Commissioner Pat Clerf, Jerry Pettit, Andy Polak, Neil O'Neill and Scott Ciraulo.

Others in Attendance: Chief Palmer, DC Moen, ASM McBride and several members of the public.

1. Call to Order: Commissioner Clerf called the meeting to order at 2:00pm and led the Pledge of Allegiance.

2. Approval of Agenda: Commissioner Pettit 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.

3. RFP- Strategic Plan and Standards of Coverage: Commissioner Pettit and O'Neill met with the Fire Chief to discuss the county wide standards of coverage. The county, through an RFP, was county wide and will include every fire department. Instead of us paying twice, we could utilize the information and then start the strategic plan once we have more information, we won't have to wait until the report is done. Their recommendations were to reject all RFP and move forward with the strategic plan once we have the county standards of coverage information, we don't have to wait until this is actually finished. Commissioner Polak said that there doesn't need to be a lag, the one company can work on the standards of coverage and then do the strategic plan with KVFR. There is no sense in duplication. Commissioner Pettit states that all agencies will need to be involved in the strategic planning process. Commissioner Pettit made a motion to reject all RFP's and monitor the status of the county of conference governments process. Commissioner O'Neill seconded the motion. There was no further discussion. The Board voted unanimously to reject all RFP's.

4. Fire Chief Search Update: The fire chief search committee is meeting tomorrow at 0700 to further discuss the timeline and next items to be working on.

5. Financial Services Manager Update: The Financial services manager offer has been extended; they will be starting the first week of May. There is a bias workshop for the state audit report that ASM McBride has signed up.

6. Lid Levy: ASM McBride presented a flyer for the lid levy. Commissioner O'Neill asked about social media, ASM McBride said we typically have more but with workload it hasn't been happening. DC Moen

stated that the Kittitas school district didn't do any of this and didn't pass their levy. Commissioner Ciraulo suggested that the crews get handouts and give them out on calls.

6. Volunteer Association Fire Station: KVFR volunteers have formed a volunteer association and asking permission to use the fire station for meetings. Commissioner Ciraulo made a motion to approve the volunteer association utilizing the fire station for meetings Commissioner Polak seconded. There was no further discussion and the board voted unanimously to approve the fire station use.


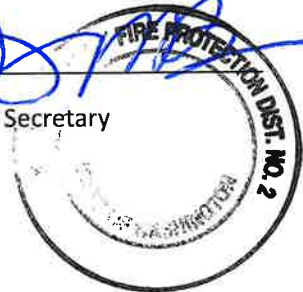
7. Executive Session: Commissioner Clerf announced at 02:20pm the board would be going into executive session pursuant to RCW 42.30.110(1)(g) "to review the performance of a public employee." The board requested that Chief Palmer and administrative staff stay to meet with the board. The executive session would be for 20 minutes until 2:40pm, there would be action following the executive session. At 2:40pm it was announced that executive session would extend for 10 minutes until 2:50pm. The regular meeting resumed at 2:50 pm.

The board shared that Chief Palmer has submitted his resignation effective May 14th, 2026. Commissioner Pettit made a motion to accept the resignation. Commissioner O'Neill seconded it. There was no further discussion. The Board voted unanimously to accept the resignation.

5. Adjournment Commissioner O'Neill made a motion to adjourn the meeting. Commissioner Pettit seconded the motion. There was no further discussion and the board voted unanimously to adjourn the meeting. The meeting adjourned at 2:53pm.



Board Chair

District Secretary