

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

Minutes of: Commissioners' Board Meeting
Meeting date: February 12th, 2026
Meeting time: 7:00pm
Meeting place: 400 E. Mountain View, Station 29

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

Others in Attendance: Deputy Chief Chris Moen, ASM McBride, FSM Cramer, Chief Palmer (virtually) 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 Pettit made a motion to approve the agenda. Commissioner O'Neill 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

- January 8, 2026 Meeting Minutes

3.2 Acknowledge Correspondence: None

3.3 Authorize to pay vouchers

JANUARY 2026		
Batch #	Amount	Description
2026.01.01	\$256,408.25	Payroll - General Fund 010
2026.01.02	\$102,742.31	Payroll - EMS Fund 011
2026.01.03	\$731,660.59	Accounts Payable - All Funds 01/16/26
2026.01.04	\$163,282.57	Accounts Payable & Severance 1/30/26
\$1,254,093.72		

Commissioner O'Neill made a motion to approve the Consent Agenda. Commissioner Pettit 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: None

6. Administrative Reports

6.1 Finance: FSM Cramer presented the attached report and addressed the following:

- The overtime reports are attached with 465 hours.

- Financial Statements are still pending some additional review and payroll clearing account. All of 2025 has been reconciled with the county.
- Ending fund balances for 2025 were better than anticipated, however most spending was stopped in Q4 of 2025 and shifted many expenditures into Q1 for 2026. Our expenses for January were 1.25 million.
- Large expenditures for January were Kittcom Q1, HRA VEBA contributions and IT services.

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

- New commissioners training is on Saturday, March 14th. Commissioner Polak is registered for it. Commissioner Pettit asked if he should attend. ASM stated he is welcome to but the training is focused largely on subjects for new commissioners.

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

- January was a average month for responses with 467 total.
- DC Moen is working on ESO reporting software and the conversion to NERIS.
- We have 4 members at the WSFTA in North Bend.

6.4 Chief Report: Chief Palmer attended virtually, the attached report the following was shared:

- We had a FF separate effective January 31st, 2026.
- FSM Cramer has turned in her resignation, we have opening the position for hiring.
- Chief Palmer is meeting with the crews for general questions and introductions.
- Continuing to review policies.
- We have limited purchases for the time being. Chief Palmer is working to review the budget.

6.5 Commissioner Report:

- Commissioner Pettit reported that Kittcom continues to improve the system hardware. Blewett Pass has been upgraded and they are currently working with FD7 on training. Rye Grass is moving forward with improvements. Kittcom is currently working to sign an agreement with the county for an office spot with all of the new tech equipment coming in.
- Commissioner Pettit and Polak attended the legislative day in Olympia, the senate has passed a bill that will require insurance companies provide a reason for cancellation of insurance. Commissioner Pettit volunteered for a workgroup working on L&I presumptive illness for volunteers.

7. Unfinished Business:

7.1 Revenue Sources Taxed and Non-Taxed: ASM McBride presented the attached report and spoke about the different funding opportunities for fire districts and the limitations, benefits and requirements of each. She recommended a workgroup to further explore the options. Commissioner O'Neill made a motion to appoint Commissioner Polak and Commissioner Pettit to the workgroup for revenue sources. Commissioner Ciraulo seconded the motion. There was no further discussion and the motion passed unanimously.

8. New Business

8.1 Strategic Plan and Standards of Coverage: Discussion occurred about how this document will be highly beneficial to the agencies future. Chief Palmer believes we can do this but would

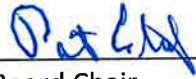
like to have further conversation about do this internally vs hiring a consultant. Chief Palmer is happy to help but this is a pretty complex process, and it needs to include short and long term goals. Commissioner Pettit shared that there is money in the budget for a consultant and the consultant will be helpful to guide us through the process. With an external company, things can get more in depth. There was a RFP created previously that we can use, ASM McBride recommended that the RFP be revised and the board relook at the document. Discussion also occurred that Chief Elliott previously worked on a standards of coverage document and Chief Palmer should review it for knowledge.

9. Good of the Order: None.

10. Executive Session: At 1940 Commissioner Clerf announced that 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 Executive Session would be for 30 minutes until 2010. Commissioner Clerf requested that DC Moen and ASM McBride remain for the executive session to meet with the Board members. The board would not take further action following the executive session. At 2010 it was announced that executive session would be extended for 15 minutes until 2025. The regular meeting resumed at 2025 hours.

11. 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 2026 hours.



Board Chair


District Secretary

