

**West Klickitat Regional Fire Authority  
Regular Meeting**

119 NE Church Street White Salmon WA 98672.

Thursday December 18, 2025. 6:30pm.

- ❖ The meeting was called to order by Chair Thomas Montag at 18:30.
- ❖ Flag Salute.
- ❖ Attendance:  
**WKRFA Governing Board:** Quorum: Thomas Montag, David Lindley, Jason Hartmann, Robert Connor, Charles Virts, Ben Giant (Via Zoom).  
**Absent:** NA  
**Advisory groups/staff:** Chief Long, Rozalind Plumb, Jennifer McLean, Jure Poberaj.

- ❖ Agenda:  
*“Motion to approve the agenda” made by Charles Virts second by David Lindley, (5 in favor, 0 opposed) motion passed.*

- ❖ Minutes of the last Meeting.  
*“Move to approve the minutes from the last meeting” made by Charles Virts, second by Jason Hartmann (5 in favor, 0 opposed) motion passed.*

- ❖ Public Comments: None noted.

- ❖ **Administrative Secretary’s report**

- Currently showing we are at 59% of the budget. Discussion on the budget was built to accommodate full time staffing and a volunteer duty shift program. The full-time duty staff were not hired until late in the year and the Volunteer duty shift program is still being planned. 2026 should see significant changes in the budget.
- Approval of the scripts.

General Expenditure Scripts for approval

Date	Amount	Date	Amount
11/19/25	184.77	12/11/25	11,018.01
11/25/25	749.63	12/11/25	147.76
12/03/25	9,000.89	12/15/25	1,154.37
12/08/25	24,023.89		
12/11/25	8,212.90		

***And additional scrip was verified by the Governing Board for 12/17/25 \$1,208.10***

***“Move to approve the scripts from general expense fund for November 19 in the amount of \$184.77. 25 November in the amount of \$749.63, the 3<sup>rd</sup> of December we have the***

*amount of \$9,000.89. On the 8<sup>th</sup> of December we have the expense of \$24,023.89. The 11<sup>th</sup> December \$8,212.90. Again, on the 11<sup>th</sup> we have \$11,018.01 and again on the 11<sup>th</sup> we have \$147.76. On the 15<sup>th</sup> of December we have \$1,154.37. and a 12/17/25 \$1,208.10.”* made by Charles Virts, second by Robert Connor. (5 yay, 0 opposed) motion passed.

- Investments- The invested funds matured at the end of November and were reinvested on the same day.
- 10% designated for Capital Reserve Fund. The RFA Plan directs the board to reserve a minimum of 10% of the tax revenue to capital reserves. Staff are waiting for the end of the year to make the transfer from the General Fund to the Capital Fund. Currently all excess funds are invested and earning interest. Discussion on the end year balance and that more than 10% could be transferred to Capital Reserve.

- ❖ **Fire Chief’s Report** –See attached by Chief Long.  
Chimney Fire count is up to 4 this month. Annual fit testing starts in January.
- ❖ **Training Report:** See attached by Captain Crumpacker.  
Captain Crumpacker is building a recruit academy. We are up on drill attendance and general activity. Our Captains are working on qualifications for Fire Officer and training officer which will dramatically help WSRB ratings.
- ❖ **Volunteer Representative Report.** None noted.
- ❖ **Information Only Items.** Heavy rain in the area. But nothing in our area to date. Concern is for landslides.
- ❖ **Unfinished Business-** Follow -up Items.
  1. ADA walkway at station 31. Deadline for bids has passed. We had 1 interested vendor early on but did not hear a final bid.
  2. Snowden In Ground Tanks. – received 4 quotes to empty, open the tanks, clean, inspect for leaks and close the tanks.

Clean Harbor	\$180,901.62	Excludes tax
Peak Environmental	\$143,792.00	Excludes tax
NRC/Republic Services	\$96,060.60	Excludes tax
GrayMar Environmental	\$71,610.60	Excludes tax

Board has the opportunity to accept a bid or reject any and all bids.

Discussion on whether all vendors meet the specifications. Board directed staff to review the bids. Informally Chief stated they all meet the specifications, but we need to formally document the facts.

Timeline – The weather has made the ground soft and heavy equipment is needed to complete the tasks. However, the tanks are needed to supply water for fire suppression to the houses in that area if needed. Each tank will probably take 3 days to complete. We may have to wait until Spring. We also need to get

the insulation on the tanks tested for asbestos before the vendor can begin work. If the insulation is asbestos mitigation will need to occur. Discussion on what will be the tipping point for scrapping the tanks and not retaining them. The RFA will need to clean the tanks and mitigate for asbestos even if they are scrapped.

***Motion to approve GrayMar for this project with the condition that it checks out for compliance and debarment or lack thereof.” Made by Jason Hartmann, Second by David Lindley. (5 yay, 0 opposed) motion passed.***

Chief requested direction from the board to move to the next lowest bidder if there is an issue with GrayMar. Board approved moving to next bidder if there was an issue or if the vendor withdrew.

3. Strategic Planning – a Workshop was held on Saturday December 13.

❖ **Discussion Items/Action Items**

1. **Resolutions**

- **2026 Meeting dates** – The Board approved Resolution 2024-01 setting the meeting dates in October 2024, There is no end date on the resolution and should hold until the board chooses to change the meeting date, time or location.

2. **Policies- none**

3. **Agreements.**

- i. **MARS – Mount Adams Resource Stewards.** Proposal to lease part of Station 31 for an office and storage location for equipment and vehicles. This places a 10-person fire crew in the area during the spring and summer fire season. The crew will be working on fuels reduction projects in the area when not fighting fires. Current lease they have on Oakridge Road is \$1,800 per month and will expire soon. Chief recommended the board consider a lease agreement with MARS. Discussion on insurance and any impacts to our premiums.

***Motion to authorize staff to prepare a lease agreement and bring it back to the January meeting. Made by Charles Virts Second By Jason Hartmann, (5 yay, 0 opposed) Motion passed.***

- ii. **Wildfire Resiliency Coordinator - Resources Legacy Fund** – Chief set forth a proposal to host a Wildfire Resiliency Coordinator position in Klickitat County, funded by the RLF. The position would coordinate across the County. Similar programs in the state have proven very effective in reducing the spread of wildfires. Discussion on why WKRFA should host the position and why other departments are not in a position to manage staff. Discussion that this position fits in to the RFA mission.

***Chief requested the board consider authorizing staff to work with RLF to draft proposal for the wildfire resiliency coordinator position funded by RLF and bring it***

*back to the board. Motion made by Charles Virts, second By David Lindley. (5 yay, 0 opposed) motion passed.*

iii. **Strategic Planning** - Chief will draft a summary and a list of priorities. The workshop was intended to start the discussions and start the long-term planning process. The board will continue to have workshops every quarter in 2026. The board agreed it was time well spent.

iv. **Health Benefits**

Discussion on the renewal form for Health Benefits for employees. Plans offered are the same as last year. RFA pays 100 % for the Full-Time employees (FT over 30 hours per week). Additional 50% of Dependents is covered by the RFA. Currently staff contracts only speak to covering 50% of spouse (not dependents). Discussion to include dependent coverage in the future. Additional discussion for Health Savings Account plans for employees to be brought to the board in the future.

*Motion to approve board chair to sign the 2026 Health Benefit agreement renewal form. Made by David Lindley Second by Charles Virts (5 Yay, 0 opposed) motion passed.*

**4. Other Discussion Items-**

i. **Employee Wages and Salaries** – Charles Virts brought up the topic of 2026 wages and salaries. The employee agreements for existing administrative staff automatically roll forward but wages should be reviewed for 2026. Charles Virts has reviewed staff salaries and believes they are below current standards for similar job duties in other agencies. Further discussion is needed with a presentation. Board consensus to look into a benchmarking study for remuneration. Look at like for like responsibility, structure, status, size of organization, geographics, etc. This would give us the ammunition to rationalize any increases. Charles Virts will share his data with the board.

Discussion to introduce step program for firefighting staff.

Jason Hartmann will connect Charles Virts with a contractor who may be able to help with a benchmarking study.

❖ **EXECUTIVE SESSION** (as needed per RCW 42.30.110). – None needed.

❖ **Action items** – covered by item above.

❖ **Good of the order.**

- Board and staff thanked Jason Hartmann for his work on the formation of the RFA and on the WRKRFA board.

❖ **Next Meeting:**

**Regular Board meeting** Thursday January 15<sup>th</sup> 18:30. Location: Station 30, 119 NE Church Street White Salmon.

❖ *“Motion to adjourn,” made by David Lindley, seconded by Jason Hartmann. (5 in favor  
0 opposed). Motion passed.*  
**Meeting adjourned 20:09.**

**APPROVED:**

  
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WKRFA Chair - Thomas Montag (date)

**Attest:**

  
\_\_\_\_\_  
Administrative Manager - Rozalind Plumb