

West Klickitat Regional Fire Authority

Regular Meeting

119 NE Church Street White Salmon WA 98672.

Thursday May 21, 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, Ben Giant, Robert Connor, Charles Virts, David Lindley, Morella Mora.

Absent:

Advisory groups/staff: Chief Long, Rozalind Plumb. Thomas Crumpacker (via Zoom).

❖ Agenda:

"Motion to approve the agenda for May 21st, 2026." made by Ben Giant, second by Bob Connor (5 in favor, 0 opposed) motion passed.

❖ Minutes of the last Meeting.

"Move to approve the minutes for April 16, 2026." made by Charles Virts, second by Ben Giant, (5 in favor, 0 opposed) motion passed.

❖ Public Comments: None noted.

❖ Administrative Secretary's report (see attached)

1. Noted the tax revenues collected through April are close to 50% of expected for the year.
2. Out of budget expenses currently total \$157,100. This includes the ADA Walkway, the Snowden tanks and Fire station 30 furniture. All items that were unanticipated in the 2026 budget but covered by the existing reserves in the general fund. The station 32 well failure will also be covered under this.
3. Matured investments of \$60,000. This was withdrawn to ensure there was enough in the general fund to cover the costs of the tank cleaning. Noted that staff are unable to see what is being deposited in revenue until we receive the Treasurer's report.
4. Approval of the scripts and ACH payments.

Move to approve general scripts in the following dated April 15, 2026, \$2457.65, dated 20th April \$14,104.44, 22nd April, in the amount of \$15,817.20, 28th April in the amount of \$2,569.83, 4th May \$11,464.53, followed by 5th May \$77,053.01, the 11th May \$11,358.21, lastly the 12th May in the amount \$57,449.88. And the ACH payments for 9th April in the amount of \$27,472.22 (Payroll), 9th April again, \$14,726.52 (payroll Tax and Pension, and April 10th \$17.99 (Quarter 1 Excise Tax). Motion made by Charles Virts, second by Ben Giant. (5 yay, 0 opposed) motion passed.

5. Per Diem Discussion- There are 8 students in fire academy heading to Vancouver for IFSAC certification testing over 2 days. The students will be leaving early and need to bring their own lunch and return home both days. Review of the policy states "partial day of travel" reimbursement only compensates for actual meal costs. The policy also states the Board can waive the stated procedure for a more feasible process. Discussion on complying with Washington OFM standards as stated in the policy and using a flat GSA per diem rate in this case. The board support using the per diem method in this instance.

"Motion to approve the per diem rate for a half day over 50 miles for this group." Made by Morella Mora, second by Charles Virts (5 yay, 0 opposed) motion passed.

6. Fuel cost - Chief commented on the current fuel expense and noted that the increase in price coincided with driver training where the tenders were used extensively. This is above average monthly fuel use.

❖ **Fire Chief's Report** –See attached by Chief Long.

Firefighter Landgren and Schneider have been promoted to Lieutenants.

Klickitat County Evacuation tabletop event occurred last week and was well attended by community leaders, Fire, EMS Law, public works and Emergency Management. Thomas Montag attended and stated the event was important for preparing for an emergency.

Brief discussion from Board members on the benefits Chief Long brings to the RFA through leadership and many connections at the county and state level. The Board recognized the need for **long-term** strategic planning for personnel roles.

Type 3 Incident Management Team – Chief noted he is thankful the board allows him to participate in the Statewide teams. In the wake of the Burdoin Fire where a similar team came in to help our community, he is very proud to be able to do the same in other communities.

David Lindley asked if volunteers are working on task books to be able to participate in mobilizations. Chief Noted that there are volunteers who want to go out but the system is not easy for volunteers to get through task books.

- ❖ **Training Report:** See report attached prepared By Captain Crumpacker.
Fire Academy students are testing for IFSAC Firefighter 1 and 2, next week.

- ❖ **Volunteer Representative Report.** The fund raiser Trail Race was held on May 2nd and was successful in raising close to \$5,000 for The Association.

❖ **Information Only Items.**

1. **Quit Claims-** Two of the three properties have been transferred from KCFD3 the WKRFA. The third station (st 34 Mountain Brook) requires a little more work with legal counsel as the district owns the building but not the land, and the 100-year lease agreement will need to be addressed.
2. **IAFF Local 5172** –Firefighters Union. See later in the meeting.

❖ **Unfinished Business- Follow -up Items. See below**

1. **WSFD Capital Reserve Funds to WKRFA** –\$25,000 was transferred to the WKRFA Capital Fund in May.
2. **Snowden Water Tanks** – Both tanks have been cleaned and refilled.
3. **St 32 Well** – Bids were requested from multiple vendors with limited response for both the well and the roof. The project cost is below the Small Public Works threshold of \$150,000. Therefore, per policy, staff used commercially feasible means to find responsible, reputable, contractors. Additional effort was given to maintain compliance with the WKRFA policy to use small, minority and women owned businesses. Board approved staff moving forward with the lowest bids received for each part of the project.

Move to authorize staff to proceed with the station 32 well repairs and award contracts to the low bidders.” made by David Lindley, second by Charles Virt, (5 yay, 0 opposed) motion passed.

4. **Fleet Maintenance** –DOT inspection are complete.

❖ **Discussion Items/Action Items**

1. **Resolutions**

- **PDC** –Ben Giant to follow up on this and noted that the City Council members do not currently report to the PDC.

2. **Policies.** None

3. **Agreements.**

4. **Other Discussion Items-**

A. **IAFF Local 5172-Collective Bargaining.**

- a. Letter of Engagement for specialized legal counsel from CSD Attorney at Law. WKRFA legal Counsel Brian Snure does not specialize in this topic and recommended Richard Davis at CSD. Discussion on need to ensure WKRFA enter into the union process with knowledgeable legal counsel.

“Move to approve the letter of engagement with CSD for the purpose of collective bargaining.” made by Ben Giant, second by Morella Mora, (5 yay, 0 opposed) motion passed.

- b. **Board Representation for bargaining.** – Chief noted that this is not anticipated to be a difficult process and noted it will benefit the agency in the future. He anticipates the process to be collaborative and includes review of the collective bargaining agreement. Consideration of commissioner time and availability. Charles Virts has experience with this process through the EMS District.

“Move to nominate Chairman Montag and Commissioner Virts as the board representation for our collective bargaining exercise.” Made by Ben Giant, second by David Lindley, (5 yay, 0 opposed) motion passed.

- B. **Strategic Planning** – Following up on the discussion last moth on replacement vehicles the board reviewed the current and anticipated revenue and expenditure from the General and Capital funds.

Capital Funds			
date	from		
2/1/2025	WS	\$ 349,293.00	\$ 349,293.00
5/20/2026	WS	\$ 25,000.00	\$ 374,293.00
2025	10% of taxlevy	\$ 130,000.00	\$ 504,293.00
2026	10% of taxlevy	\$ 143,982.06	\$ 648,275.06
2027	10% of taxlevy	\$ 143,982.06	\$ 792,257.12

excludes interest earned on invested

GENERAL FUNDS

2026 EXPECTED TAX REV	\$ 1,439,820.59	
RECEIVED TO DATE 4/30	\$ 683,685.76	
Remainder expected by Dec		\$ 756,134.83

not guaranteed

date			EXPENDITURE	BALANCE
4/30/2026	CURRENT balance	\$ 2,187,176.67		\$ 2,187,176.67
	REMAINING BUDGET EXPENDITURES		\$ 1,110,634.46	\$ 1,076,542.21
	out of budget expenditures to 4/30		\$ 157,100.96	\$ 919,441.25
	EXPECTED TAX REV still to receive	\$ 756,134.83		\$ 1,675,576.08
	expected Out of budget projects		\$ 37,000.00	\$ 1,638,576.08

Discussion on;

- The anticipated cost of replacement vehicles and lead times.
- WSRB rating is tied to age of the fleet. One engine is due to be replaced now; a second engine is due for replacement in a couple of years.
- Options to buy used or refurbished – but that does not reset the fleet age.
- Options for federal grants with cost share.
- Options for financing so as not to drain the Capita fund and maintain a reserve for emergencies.
- Options to buy used or refurbished – but that does not reset the fleet age.
- Capital funds should be committed for specific use. Board will need to determine how much to commit specifically for Facilities, vehicles and equipment and set by resolution.
- Money could be transferred from the General Fund to the Capital Fund.
- Maintain a General Fund reserve that will cover operations for at least 6 months.
- Schedule a follow-up Strategic Planning meeting.

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

❖ **Action items** – covered above.

❖ **Good of the order.** None noted.

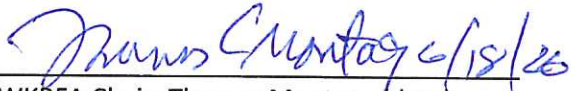
❖ **Next Meeting:**

Regular Board meeting Thursday June 18th 18:30. Location: Station 30, 119 NE Church Street White Salmon.

❖ **"Motion to adjourn," made by David Lindley, seconded by Charles Virts (5 in favor 0 opposed). Motion passed.**

Meeting adjourned 19:56.

APPROVED:

 6/18/26

WKRFA Chair -Thomas Montag (date)

Attest:



Administrative Manager - Rozalind Plumb