

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of November 19, 2019.

CALL TO ORDER

Commissioner Jenkins called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order at 9:00 a.m. at 7511 W. Arrowhead Ave., Kennewick, Washington. In attendance at this meeting were Commissioner Morris, Commissioner Jenkins, Fire Chief/District Secretary Click, and Financial Manager Paden-Lilly. Commissioner Houchin was excused.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

CORRESPONDENCE RECEIVED LOG

The correspondence received log was reviewed.

CORRESPONDENCE SENT

The correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Morris made a motion to approve the minutes of November 5, 2019. Commissioner Jenkins seconded the motion and the motion passed.

PUBLIC HEARING ON REVENUE SOURCES

Commissioner Jenkins opened the public hearing on revenue sources. Financial Manager Paden-Lilly distributed a handout and reviewed revenue sources. Based on preliminary assessed values from November 1, potential non-voted tax revenue for 2020, is \$3,403,840. Of this amount, \$72,158 is needed for the administrative office bond. Miscellaneous revenue sources are estimated at \$957,168. There were no public comments.

2020 BUDGET AND TAX LEVY

Chief Click reviewed the 2020 proposed budget with the Board. Commissioner Morris made a motion to approve the 2020 budget. Commissioner Jenkins seconded the motion and the motion passed unanimously. The Levy Certification and Resolution 2019-13, setting the tax levy for 2020 were signed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2018 transactions #1992 through #2139. The transactions total \$153,329.62. General Fund \$33,744.08; electronic fund transfers \$75,197.72; federal payroll tax payment \$26,576.87; retirement systems transfer \$16,907.44; Fire Training Center Operations Fund \$783.72; SCBA Fund \$118.14; and Joint Agency Fund \$1.65. Commissioner Morris made a motion to approve the vouchers. Commissioner Jenkins seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

Budget Revenue and Expenditure Reports

The budget revenue and expenditure reports were reviewed.

EMS Report

The EMS Collection Statistics Report was reviewed.

REPORTS

Commissioners and staff reported the following:

- Chief Click reported:
 - He was in Portland last week for regional Type 1 and 2 Incident Management Team meetings.
 - There has been an increased number of fires in the last couple of weeks; crews have done a good job managing them.
 - The interview process begins today for the two Firefighter/EMT positions. The eligibility list should be available for the next board meeting.
 - The written testing process will begin soon for the two Firefighter/Paramedic positions.
 - A staff writer from Fire Apparatus & Emergency Equipment magazine contact him and would like to do a story on the 1929 American LaFrance fire truck that was donated by the Sleater family.
- Battalion Chief Gutzmer reported that the recruit live fire training finished on Saturday; it went very well. The new recruits will be certified once they have completed IFSAC training on December 5. Graduation will be in March.
- Maintenance Supervisor Schoenwald reported that he and Firefighter/Mechanic Ball are finishing up regular apparatus service and will be preparing for snowplow season.
- Captain LoParco reported:
 - He is conducting Firefighter/EMT interviews this week.
 - He is finishing up extrication training and hopes to get the remaining shifts through the training in the next three weeks.
- Lieutenant Moore reported that recent PPE orders has been made. After researching BDU pant brands, they were able to eliminate two brands and will be going to one brand for future orders.
- Lieutenant Chambers reported that a water rescue training was conducted last weekend and there will be additional training in the Spring.

OLD BUSINESS

Bond Measure – Proposition 2

Chief Click reported that the Bond Measure for a fire truck and station renovation has met the required super-majority vote needed to pass. The General Election certification date is November 26.

Ambulance Purchase

Chief Click reported that the new ambulance is ready and will be picked up on Friday. It will be housed at Station 150 while it is being outfitted and striped. He will submit the final application to the State, and it will most likely be mid-February before the District is ready to begin transporting patients.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

At 4:40 p.m. Commissioner Jenkins called a 20-minute executive session RCW 42.30.110 to review the performance of a public employee. The announced time of resumption in the open public meeting was 5:00 p.m. The actual time of resumption into the open public meeting was 5:00 p.m.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on December 3.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:00 p.m.