

BENTON COUNTY FIRE PROTECTION DISTRICT #1  
BOARD OF COMMISSIONERS

Regular meeting of January 3, 2017.

**CALL TO ORDER**

Chairman Houchin 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 Houchin, Commissioner Morris, Fire Chief/District Secretary Click, and Financial Manager Paden-Lilly. Commissioner Sleater was present via teleconference.

**ADDITIONS TO THE AGENDA**

Volunteer firefighter applications was added to new business.

**CORRESPONDENCE RECEIVED LOG**

The correspondence received log was reviewed.

**CORRESPONDENCE SENT**

The correspondence sent was reviewed.

**APPROVAL OF MINUTES**

Commissioner Sleater made a motion to approve the December 20, 2016, minutes as submitted. Commissioner Morris seconded the motion and the motion passed.

**FINANCIAL REPORT**

**Fund Transaction Details**

Presented to the Board were 2016 transactions #2337 through #2370 and 2017 transactions #1 through #3. The 2016 transactions total \$83,813.53. General Fund \$71,842.13; Hazmat Fund \$9,935.58; Fire Training Center Operations Fund \$1,680.26; and Capital/Building Fund \$355.56. The 2017 transactions total \$6,355.06 for the General Fund. Commissioner Sleater made a motion to approve the vouchers. Commissioner Morris seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

**Transaction Summary Reports**

The budget expenditure report was reviewed.

**REPORTS**

Commissioners, chief and staff reported the following:

- Chief Click reported that crews have been fairly active the last couple weeks due to snow and colder weather.
- E1111 received minor damages after being struck by a vehicle due to icy roads.
- Maintenance Supervisor Schoenwald worked on the New Year's holiday plowing snow at all facility locations.
- The 2017 budget was approved at the last Tri-County Hazmat board meeting.
- Chief Click met with Fire Marshal Ken Williams and the Benton County Planning Department regarding an addressing number sequence issue in an area of Rancho Reata.

- Captain Gutzmer reported that new recruits will begin first-aid and CPR training next Tuesday.
- Firefighter Phil Rosenkranz has retired as of January 1, and Captain Devin Helland will retire on January 13. A retirement party is being held for both members on January 7, at The Rock in Kennewick.
- Financial Manager Paden-Lilly inquired as to whether the Board members were utilizing their district issued email addresses. After a discussion, the Board agreed that they would rather receive correspondence via fax or via their personal email addresses. The staff will have IT support cancel the District Commissioner email addresses, as there is a cost associated with each mailbox.

### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

#### **Volunteer Firefighter Application**

Commissioner Sleater made a motion to approve Volunteer Firefighter Applications for Logan Bonds, Warren Evans, Brandon Larsen, Sarah Odland, and Tyler Woodring. Commissioner Morris seconded the motion and all Commissioners voted in favor of the motion.

### **PUBLIC COMMENT**

There was no public comment.

### **EXECUTIVE SESSION**

There was no executive session.

### **ANNOUNCEMENTS**

- The next Board of Commissioner meeting will be on January 17.

### **ADJOURNMENT**

With no further business to come before the Board the meeting was adjourned at 9:38 a.m.