

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of October 15, 2019.

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 4:00 p.m. at 1811A S. Ely St., Kennewick, Washington. In attendance at this meeting were Commissioner Houchin, Commissioner Morris, Commissioner Jenkins, Fire Chief/District Secretary Click and Financial Manager Paden-Lilly.

ADDITIONS TO THE AGENDA

Collective Bargaining Agreement 2021-2023 and Step Increase Review 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 Morris made a motion to approve the minutes of October 2, 2019. Commissioner Jenkins seconded the motion and the motion passed.

FIRE TRUCK AND STATION RENOVATION BOND

Chief Click shared that the Fire District is asking citizens for a replacement bond on the November ballot. The funds from the bond would provide significant renovations to Station 150 and would replace a fire ladder truck at Station 120. Replacing the ladder truck will help maintain the District's current insurance rating. Renovations to Station 150 will accommodate 24-hour staffing that will improve response times district-wide.

The Board then opened the meeting up to the audience for comments and questions.

District Resident Scott Carpenter inquired as to how many rooms would be added to the Station to house firefighters. Chief Click stated that there would be six rooms added to the Station. He explained that the plan is to redistribute staff from Station 160 to 150 due to the decrease in emergency calls occurring in the central corridor of the District. Today, over 50-percent of the District's call volume occurs within Station 120's area and out of the remaining calls, 50-percent occur within the Rancho Reata and Badger Canyon area.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2019 transactions #1872 through #2023. The transactions total \$197,575.71. General Fund \$62,724.05; electronic payroll transfers \$81,534.08; federal payroll tax payment \$28,812.28; retirement systems transfer \$18,220.45; Fire Training Center Operations Fund \$5,046.54; TCRA Fund \$1,075.41, and SCBA Fund \$162.90. 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.

REPORTS

Commissioners, Chiefs and staff reported the following:

- Chief Click reported:
 - The application period for two firefighter/EMT positions closed yesterday. Twelve resumes were received; the next phase is for applicants to answer three essay questions prior to the oral interview process.
 - The District participated in the Connell fire last Monday. It was an 8,700-acre late season fire that was wind-driven, spanning from Mesa to Connell.
 - The EMS Council met last Monday. A south-central needs assessment is being conducted to identify important training needs. The second EMT class provided by Columbia Safety has been very successful. The updated Protocols have been approved by the State and will be distributed soon. Protocol tests will be required to show proficiency.
- Public Information Officer Baker reported:
 - Crews will be with the LiSA House next week at two elementary schools. Crews will also be participating in the Safe-Treat-Street on Halloween at Columbia Park and two upcoming parade events scheduled for November.
 - She and Lieutenant Chambers gave a presentation regarding the District and the upcoming Bond Measure at the Cottonwood Springs HOA meeting. She and Chief Click will give a presentation at tomorrow night's Benton County Democrats meeting.
- Office Assistant Ferrell mentioned that the next EMS Council meeting is scheduled for December 9, and Council appointment letters are due.
- Captain LoParco reported that a significant training is scheduled in November. It will be auto extrication with tools, and Pasco Auto Wrecking will donate the cars for free if the training is at their location.

OLD BUSINESS

2020 Budget

Chief Click reported that he and Financial Manager Paden-Lilly are continuing to review and categorize budget requests and will have a second draft available at the next meeting. Financial Manager Paden-Lilly presented a spreadsheet of assessed values and tax levies for the past 10 years. Over the 10-year average, assessed values have increased approximately 5-percent each year, and based on preliminary values received from the County, the Fire District's assessed value may increase by 9-percent in 2020.

NEW BUSINESS

Station 150 Rental

The Washington State Patrol contacted the Fire District, requesting to house an officer at Station 150 for two months while he is on temporary assignment in the Tri-Cities. Chief Click presented a two-month rental agreement. After a discussion, Commissioner Morris made a motion to allow Chief Click to sign a rental agreement with the State Patrol Sergeant.

Commissioner Jenkins seconded the motion and the motion passed with all Commissioners in favor.

Resident Agreement

Commissioner Jenkins made a motion to approve Resident Firefighter Agreement for Christopher Helms and Gavin Reid. Commissioner Morris seconded the motion and the motion passed unanimously.

Collective Bargaining Agreement (CBA) 2021-2023

Union President Bibe submitted a letter to the Board formally requesting to open negotiations for the 2021-2023 contract. President Bibe stated that the Union is in total support of the direction the District is heading and would like to have enough time to work on and prepare the new CBA document. The Union requested a meeting following the November 19 Board of Commissioner's meeting. The Board agreed that one Board member will attend the meeting.

Step Increase Review

Captain Bibe has requested a position step increase. The Collective Bargaining Agreement requires a commissioner, fire chief, and labor representative to meet and review step increase requests. Commissioner Houchin, Chief Click and Captain LoParco will plan to meet to review the request.

PUBLIC COMMENT

District Resident Scott Carpenter made the following comments:

- In his opinion the SAFER Grant numbers should have been included along with the percentages in the September 17 meeting minutes, so the public could read it.
- After reviewing the numbers that the Chief gave him back on August 20 regarding ambulance service, he is concerned that the revenue from one ambulance will not cover the costs to the District. The SAFER grant will cover costs for four full-time employees for the first three years, but then the District is on its own.
- He has talked to the City of Kennewick regarding the possibility of them annexing the Tri-City Heights area. He was told that the City does not have the 60% approval needed to annex and the City is not interested in annexing at this time.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on November 5.
- The Hazmat Board meets tomorrow.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 4:45 p.m.