

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of October 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, Commissioner Sleater, Fire Chief/District Secretary Click and Financial Manager Paden-Lilly.

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 Sleater made a motion to approve the September 19, 2017, minutes as submitted. Commissioner Morris seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2017 transactions #1668 through #1691. The transactions total \$16,745.03. General Fund \$15,178.41; Training Center Operations Fund \$459.62, Debt Service Fund \$300.00 and Apparatus Voted Bond Fund \$300.00. 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 and Financial Manager Paden-Lilly have been working on the 2018 budget.
- Chief Click and the bargaining unit have been reviewing and working on the labor agreement.
- The third command vehicle is at Lithia and will be taken to Spokane for the install of the communication package.
- Chief Click will be on vacation next week.

- CKJT Architects should deliver the final prints for the C-Building improvements within the next couple weeks.
- Captain Nicholls is finalizing the RFP packet for the Station 150 remodel.
- Chief Click provided input on the proposed City of Kennewick US395/Ridgeline Drive Intersection project. Three alternative design proposal were available for review.
- Roto Rooter was called for service to unclog drains at Station 130 and Reiboldt and Associates will be repairing the roof at Station 140.
- The maintenance department will be pump testing the Ladder and all Type 1 apparatus.
- Preconstruction of a second Type 5 apparatus will begin next week.
- The Safety Committee met and discussed fire station striping inconsistencies that may be causing backing accidents.
- The EMS Council met yesterday and discussed the new On-going Training and Evaluation Program (OTEP). It has been submitted to the State and should be approved in 2018.
- The next Hazmat Board meeting is scheduled for October 18.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Open Public Meetings Act

Chief Click presented updated information that was recently received on the Open Public Meetings Act and Executive Sessions. He distributed and reviewed a list of eleven topics that can legally be discussed in executive session, otherwise, the topic should be added to the agenda and discussed in open session.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on October 17; 6:30 p.m. at the Fire Training Center.