

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of December 19, 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 – Suite G, 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

Elect 2018 Board Chairperson, Resolution No. 2017-10; Budget Adjustment, and Volunteer Firefighter Applications were 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 5, 2017, minutes as submitted. Commissioner Morris seconded the motion and all Commissioners voted in favor of the motion.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2017 transactions #2117 through #2275. The transactions total \$189,225.62. General Fund \$83,733.69; electronic payroll transfers \$74,892.17; federal payroll tax payment \$25,586.24; Fire Training Center Operations Fund \$743.97; SCBA Fund \$302.09; Joint Agency Fund \$698.46 and Capital/Building Fund \$3,269.00. 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 revenue and expenditure reports were reviewed.

REPORTS

Commissioners and staff reported the following:

- The Hazmat Board meets tomorrow.
- The recruit school graduation went well and there was a great turnout.
- The crew that was assigned to the California fires should be demobed today and will make it home for Christmas. There was a mechanical issue with the engine. The radiator was fractured but it was repaired right away and back in service.

- Chief Click and PIO Baker have made a few visits to media editorial boards over the past few weeks. They will meet with a radio and a TV station today.
- A note was left on the door of Station 130 from the Tri-City Court Club stating that they had purchased the property North of the fire station and District members would no longer be able to park there. Due to the limited parking, Chief Click will meet with them to try and arrange parking for station members.
- A rear differential axle shaft was purchased from Woodpecker Truck for E1126 (Westmark). The Maintenance Department will have it back in service soon.

OLD BUSINESS

Collective Bargaining Agreement – 2018-2020

The final 2018-2020 Collective Bargaining Agreement was presented to the Board for approval. After a discussion, Commissioner Sleater made a motion to sign the Collective Bargaining Agreement for 2018-2020. Commissioner Morris seconded the motion and all Commissioners voted in favor of the motion.

NEW BUSINESS

Elect 2018 Board Chairperson

Per their standard rotation, the Board agreed that Commissioner Morris would be the Chairperson in 2018, and Commissioner Houchin Vice-Chair.

2018 Committee Assignments

- Hazmat Board – Commissioner Houchin
- EMS Council – Commissioner Morris
- Safety Committee/Accident Review – Commissioner Sleater
- Board of Trustees – Commissioner Morris

Resolution 2017-09; Set 2018 Board Meeting Dates

Resolution No. 2017-09 was presented to the Board. This resolution sets the 2018 Board of Commissioner meeting dates for the first and third Tuesday of every month, at 0900 hours, meeting at the District Administration Office. Commissioner Sleater made a motion to sign the resolution. Commissioner Morris seconded the motion and all Commissioners voted in favor of the motion.

Resolution 2017-10; Budget Adjustment

The Board was presented with Resolution No. 2017-10. This resolution will adjust funds in the following General Fund line items.

Budget Code	Description	Amount
522 13 51 00	Election Assessment	3,746
522 14 41 00	Legal; Professional Services	800
522 14 44 00	Legal; Advertising	700
522 24 48 10	VHF Infrastructure Shared Expense	9,200
522 30 44 00	Advertising	31,500

Commissioner Sleater made a motion to sign the resolution. Commissioner Morris seconded the motion and all Commissioners voted in favor of the motion.

Volunteer Firefighter Application

Commissioner Morris made a motion to approve Volunteer Firefighter Applications for Matthew Gottsch. Commissioner Sleater 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 meeting is scheduled for January 2; 9:00 a.m. at the District Office.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 9:35 a.m.