

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of April 25, 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, Kennewick, Washington. In attendance at this meeting were Commissioner Houchin, Commissioner Morris, Commissioner Sleater, and Financial Manager Paden-Lilly. Fire Chief/District Secretary Click was absent due to a scheduled teaching obligation in Hawaii.

ADDITIONS TO THE AGENDA

Volunteer firefighter application 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 April 4, 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 #559 through #716. The transactions total \$220,534.57. General Fund \$112,077.15; electronic payroll transfers \$73,553.94; federal payroll tax payment \$26,428.66; Hazmat Fund \$6,275.89; Fire Training Center Operations Fund \$1,697.06; SCBA Fund \$371.52 and MPD Fund \$130.35. 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.

EMS Report

The EMS Collection Statistics Report was reviewed.

REPORTS

Commissioners and staff reported the following:

- Captain LoParco reported that he is planning for an upcoming lieutenant promotional test, finishing up the 2nd quarter training calendar, and the training group is trying to standardize EVIP training.
- Captain Bush reported that the maintenance department is working on regular service. E1133 is in the shop with an ECG issue and it will also need a \$1200 valve due to a plumbing issue. He continues to work on getting irrigation going at each facility.
- Captain Gutzmer reported that wildland recruit school is underway. They just finished 1st Aid and CPR and will complete EVIP this Saturday.
- Public Information Officer (PIO) Baker reported that the kids fishing event at Columbia Park last week went very well, and this Saturday an event takes place at Rite Aid for Children's Miracle Network.
- Chief Click, Captain Gutzmer and PIO Baker will give an emergency services presentation to the Finley Elementary PTG meeting on May 1. The same presentation will be given to the El Rancho Reata Homeowners group on May 2.
- The Hazmat Board met last week and discussed purchases being made with the Department of Ecology grant that was awarded, and reviewed a preliminary budget for 2018.
- The marketing firm is working on a newsletter that will be mailed to all District residents near the week of May 22.
- Financial Manager Paden-Lilly and Office Assistant Ferrell plan to attend a LEOFF Pension conference on May 10.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Resolution 2017-002; Surplus of Property

Resolution No. 2017-002 was presented to the Board in order to surplus 65 SCBA airpicks and 167 SCBA masks. The resolution authorizes the sale or disposal of listed property. Commissioner Sleater made a motion to sign the resolution and Commissioner Morris seconded the motion. All Commissioners voted in favor of the motion.

Volunteer Firefighter Application

Commissioner Sleater made a motion to approve volunteer firefighter applications for Andrew LaDell and Tyler Miller. 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 meeting is scheduled for May 2.
- Carroll Davis, a retired member of the District, passed away April 20, at the age of 86. A memorial service is scheduled for May 13.
- Gene Graves, a retired Kennewick Fire Department Fire Chief passed away on April 10, at the age of 89. A memorial service is scheduled for April 29.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 9:30 a.m.