

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of May 2, 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

Fire District newsletter and policy and procedures 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 April 25, 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 #723 through #752. The transactions total \$21,697.65. General Fund \$16,819.39; Hazmat Fund \$282.22; Training Center Operations Fund \$1,308.49 and SCBA Fund \$3,287.55. 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:

- The Lieutenant Promotional Test is scheduled for May 25; letters of interest are to be submitted to Chief Click by May 5.
- An EMS Presentation was given to the Riverview PTO last night and seemed to be well received. Chief Click and PIO Baker will give the presentation to the Rancho Reata Homeowners Board tonight. The presentation will be given to Cottonwood PTO and Homeowners next week.
- Chief Click reviewed the latest WFCAL Legislative Report.

- Chief Click reported that the District has been dispatched to assist an invalid patient at the same address 12 times this year. The patient has been referred to two organizations that assist in connecting patients to the resources they need, with a secondary goal of reducing inappropriate utilization of health care services.
- Captain Bush reported that Station 160 has been notified by the Washington State Patrol that the joint water well has been tested and indicates a Coliform bacteria. They are working with the Health Department, who is researching a long-term solution to the problem. The facility already utilizes bottled drinking water due to high Nitrate content.
- The valve has been repaired on E1133. E1111 will go into the shop soon to complete the repair to the compartment door caused by an auto accident.
- PIO Baker reported that the Rite Aid – Childrens Miracle Network event went very well. The next scheduled event will be in a few weeks for Safe Kids Saturday at the Kadlec Healthplex in Richland.
- Chief Click along with a crew and Ladder 1116, attended retired Fire Chief Graves' funeral on Saturday. It was a very nice service.
- Six members of the District participated in the 1st Annual Leavenworth Firefighter Challenge over the weekend. It was a 10k race through the hills of Leavenworth wearing full wildland PPE.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Resident Firefighter Agreement

Commissioner Sleater made a motion to approve Resident Firefighter Agreements for Christopher Helms, and Gary Mills Jr. Commissioner Morris seconded the motion and all Commissioners voted in favor of the motion.

Resolution 2017-003; Sale of Surplus Vehicles

Resolution No. 2017-003 was presented to the Board in order to authorize the sale of surplus vehicles. The resolution authorizes the sale of Vehicle ID #117, #155, #185, #189 and #190. Commissioner Sleater made a motion to sign the resolution and Commissioner Morris seconded the motion. All Commissioners voted in favor of the motion.

Fire District Newsletter

The marketing firm has developed a newsletter that will be sent to all registered voters within the Fire District. Households should receive the newsletter the week of May 22. A press release is also being developed for distribution during National EMS Week, May 21-27.

Policy and Procedures

Policy and Procedure 4100 – Assets and Inventory and 4400 - Purchasing and Public Works were presented to the Board for review. After a discussion, Commissioner Sleater made a motion to approve Policy and Procedure 4100 and 4400. Commissioner Morris seconded the motion and the motion passed unanimously.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on May 16.
- The next Tri-County Fire Commissioner meeting will be on May 13, at Walla Walla County Fire District #5.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 9:50 a.m.