

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of July 17, 2018.

CALL TO ORDER

Chairman Morris 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, and Financial Manager Paden-Lilly. Fire Chief/District Secretary Click was absent due to vacation.

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 Houchin made a motion to approve the minutes of July 3, 2018. Commissioner Sleater seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2018 transactions #1178 through #1332. The transactions total \$316,995.32. General Fund \$49,412.99; electronic payroll transfers \$94,136.90; federal payroll tax payment \$33,460.82; retirement systems transfer \$19,454.23; Hazmat Fund \$9,022.12; Fire Training Center Operations Fund \$753.93; SCBA Fund \$377.93; Joint Agency Fund \$1.65; and Capital/Building Fund \$110,374.75. Commissioner Sleater made a motion to approve the vouchers. Commissioner Houchin 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 the following:
 - The FTC C-Building project is underway and going well. An issue has come up with the City connecting to water. An easement will need to be identified on the plot of land before the connection can be made.

- Three members completed big box training and high-rise training. They are now subject matter experts on large commercial and high-rise structure training.
- Captain Gutzmer reported that testing for the next structure academy is scheduled for July 28; we currently have 20 new applicants, and some will be returning from Wildland academy. The next Structure Recruit School begins on August 27.
- Captain Bush reported the following:
 - Engine 1112 is at NorthTek due to an oil leak and for A/C repair.
 - The dozer has been out on several fires. The disk broke on Friday and the Maintenance Department was able to make the repairs.
 - Two Type 3 engines have encountered broken axles while on incidents. For preventative measure, all Type 3 engines are getting new axles.
- PIO Baker reported on the following upcoming events:
 - Lincoln Elementary on July 20; Station 110 is attending.
 - Kennewick National Night Out on August 7; one or more crews will attend.
 - Benton/Franklin Fair Parade is on August 18. Members will be participating in the Life Safety House and First Aid Booth throughout fair week.
- The Fire Danger Rating has been upgraded to Extreme for this week. Outdoor Burning is not allowed.

OLD BUSINESS

EMS Levy

Chief Click and PIO Baker gave a presentation to the Republican Committee, which was very well received. Captain’s LoParco and Gutzmer gave a presentation to the Finley School Board on Monday and it too was well received. The following marketing is taking place before the August 7 election (the County plans to mail ballots out this week):

- A Joint News Release with Benton 4 regarding their Bond and Benton 1’s EMS Levy will go to the media on July 18.
- Public Meeting on July 20, at 6:00 pm at the Fire Training Center.
- Public Meeting on July 31, at 6:00 pm at the Fire Training Center.
- A Frequently Asked Questions post card will be mailed to registered voters this week.
- A Newsletter will be mailed to registered voters next week.

NEW BUSINESS

Resolution No. 2018-04; Transfer of Funds

The Board was presented with Resolution No. 2018-04: Transfer of Funds. The cost of the Fire Training Center C-Building Phase II project is exceeding the capacity of the money available in the FTC Capital/Building Fund.

Fund	Amount
From: Reserve Fund – 6801-601	\$55,000
To: FTC Construction Fund – 6801-401	\$55,000

Commissioner Houchin made a motion to sign the resolution. 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

- Election Day is August 7.
- The next Board of Commissioner meeting will be on August 7.
- Retirement Party for Battalion Chief Cole's retirement will be on August 14.

ADJOURNMENT

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