

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of July 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 6:30 p.m. at 1811A S. Ely St., Kennewick, Washington. In attendance at this meeting were Commissioner Houchin, Commissioner Morris, Commissioner Sleater, Fire Chief/District Secretary 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 July 11, 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 #1162 through #1291. The transactions total \$161,890.77. General Fund \$55,513.99; electronic payroll transfers \$71,402.34; federal payroll tax payment \$26,288.69; L&I payroll tax payment \$7,848.75; Fire Training Center Operations Fund \$706.65; and MPD Fund \$130.35. 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:

- At last week's chiefs meeting, a discussion was held regarding the Regional Fire Training Grant that was approved by FEMA for the purchase of three live fire burn props. The prop structures will provide training of live fire behavior, water application techniques, hose lays, search operations, and multi-company operations. The largest prop structure is identified to be

located in Franklin County, so the Chief's decided to submit a letter to FEMA requesting to change the host agency from the Kennewick Fire Department to Pasco Fire Department.

- Interviews are being conducted this evening for the career lieutenant position.
- A decision was made at the last All-Officer's Meeting to cut monthly officer meetings back from approximately seven to one. Rather than having separate training officers, captains, B/C meetings, etc., there would just be one meeting for all to attend. They plan to make the change in September.
- A News Release was sent out on July 14, titled 'Grants, Partnerships and Volunteers Make Tax Dollars Stretch Further', and Chairman Houchin is sending a letter to the editor of the Tri-City Herald today.
- Yakima and Grant County have experienced suspicious fire activity lately and those fires are under investigation.
- The area will continue to be dry and hot through the month of August, and dry lightning is possible for the next three days.
- Captain Bush believes he may have a buyer for apparatus #190; the 1999 Type 6 brush truck.
- Asphalt repair at Station 130 is scheduled for this week.
- The Hazmat Board held a special meeting last week to discuss next year's budget and agency assessments. It was decided to increase the agency assessments by 25-percent in 2018, to meet projected capital expenditure needs. A workgroup will be developed to research the possibilities of changing agency assessments from a flat fee to a risk-based fee structure.
- Chief Click and PIO Baker met and developed a media briefing on burn restrictions and grass/brush fuel status.
- The water well at station 160 has been re-treated. It will then be flushed and re-tested for contamination.
- The main water line from the well to Station 150 developed two cracks; it has been repaired by Reiboldt-Mallonee Construction.
- Captain LoParco reported on Active Shooter Training and gave a Target Solutions software update. Captain LoParco and Office Assistant Ferrell are attending a Target Solutions one-day training session in Portland next week.
- Captains Fryer and Gutzmer have begun working on the upcoming recruit academy with other participating agencies.
- The fire training tower is due for a 5-year NFPA required inspection.
- PIO Baker reported that there has been several good Fire District stories covered by the media lately.
- Commissioner Morris inquired as to the Board's opinion on getting together with Benton County Sheriff's Office (BCSO) to discuss enforcing fireworks ordinances. After a discussion, it was decided to propose the idea to the Tri-County Commissioner's Association who could address the issue with the BCSO.
- Fire Investigator Coats reported that an investigation was done on a fire that occurred July 12 located on Gum Street. There has been three fires on Sagebrush Road that seem to be human caused.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- The next board meeting is scheduled for August 1; 9:00 a.m. at the District Office.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 7:05 p.m.