

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of August 1, 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, and Financial Manager Paden-Lilly. Fire Chief/District Secretary Click was absent due to an incident management team assignment near Prospect, Oregon.

ADDITIONS TO THE AGENDA

Tri-County Fire Commissioners 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 July 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 #1292 through #1311. The transactions total \$26,075.35. General Fund \$15,025.80; Hazmat Fund \$10,269.86; and Training Center Operations Fund \$779.69. 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:

- Captain Gutzmer reported that preparation is on-going for structure recruit school. It is scheduled to begin the last week of August. Eight new applicants took the written test, agility and oral interviews. The District should have 14 recruits attend structure recruit school; a grand total of 32 students for all participating agencies.
- PIO Baker reported that the District will be participating in the Benton City parade on August 12. The Benton/Franklin Fair parade is scheduled for August 19, and the District will participate in manning the LISA House during fair-week.

- Captain Bush reported that the paving at station 130 was completed yesterday. The pavement marking and striping should be done today.
- The District was very busy with fire responses over the last week.
- Captain Bush believes apparatus #190, a Type 6 brush truck has been sold. The vehicle went to Corwin Ford for a DOT inspection and the interested buyer will send a representative from Idaho next week. If everything checks out, it will sell for \$17,500.
- The new Type 5 apparatus will have warranty work completed tomorrow. Station 120 will then be able to pick it up and put it into service.
- Chief Click is in Oregon with a Type 2 Incident Management Team and Battalion Chief Taylor is in Darrington, Washington with a Type 3 Incident Management Team.
- Notification was received from FEMA that the District's 2016 grant application was approved. The grant is for the purchase of six Thermal Imaging Cameras. The amount awarded by FEMA is \$62,058; a 5-percent match of \$3,102 is required.
- The bacteria problem with the well at Station 160 has been cleared and it passed inspection on Friday. The Health Department is working with the WSP to come up with a new water system plan.
- PIO Baker reported that the fire danger rating went to extreme last week. A press release went out to all the media regarding fire danger; it was well received. All outdoor burning is banned during extreme fire danger.
- The last board meeting was held in the evening at the Fire Training Center. There was good attendance by District members and the Board is hoping the word will get out to increase citizen attendance.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Career Lieutenant Eligibility List

Seven letters of interest were received for the position. Two individuals met all of the requirements for the position and were interviewed and scored by a panel of three. Commissioner Sleater made a motion to accept the eligibility list for a period of two years. Commissioner Morris seconded the motion and the motion passed with all Commissioners in favor. Chief Click will make a recommendation for hire at the next Board meeting.

Chaplain Services Network Contract

An agreement for Chaplain Services Network to provide services in 2018-2019, was presented to the Board. Chaplain Lotz notified the District that Chaplain Services Network is now a Non-Profit agency and has its own Board in place. The annual cost of services in 2018 and 2019, will be \$4,400. After a discussion, Commissioner Morris made a motion to have Fire Chief Click sign the 2018-2019 Chaplain Services Network agreement. Commissioner Sleater seconded the motion and the motion passed with all Commissioners in favor of the motion.

Tri-County Fire Commissioners

A Tri-County Fire Commissioners meeting is scheduled for August 12, at 9:00 a.m. to be held at Benton #4 Station 420. They have requested that each agency gives a presentation on the Resident Firefighter Program. Commissioner Houchin is interested in having Captain Nicholls

attendance at the meeting to provide the presentation. If he is unable to attend, Commissioner Houchin will meet with him in advance to gather information.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on August 15; 6:30 p.m. at the Fire Training Center.
- The next Tri-County Fire Commissioner meeting will be on August 12; 9:00a.m. at Station 420.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 9:40 a.m.