

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of August 7, 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, Fire Chief/District Secretary Click, and Financial Manager Paden-Lilly.

ADDITIONS TO THE AGENDA

Temporary B/C upgrade and SeWAG parts and components quotes were added to new business.

CORRESPONDENCE RECEIVED LOG

The correspondence received log was reviewed.

CORRESPONDENCE SENT

There correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Sleater made a motion to approve the July 17, 2018, minutes as submitted. Commissioner Houchin seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2018 transactions #1346 through #1407. The transactions total \$138,078.44. General Fund \$100,696.13; electronic payroll transfers \$15,286.48; federal payroll tax payment \$6,557.43; Hazmat Fund \$6,009.38; Fire Training Center Operations Fund \$8,878.78; and SCBA Fund \$650.24. Commissioner Houchin 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:

- Chief Click reported:
 - The Locust Grove fire on July 21, was declared State Mobilization. Captain Gutzmer was the Incident Commander.
 - With the heavy fire season, there has been many learning opportunities for our members. There is a tremendous shortage of mid-level overhead personnel in our area and throughout the State. More training is needed to increase depth of knowledge and experience.
- Ron Bush reported:

- The bay door springs at Station 120 broke; parts have been ordered by Dondi's Garage Doors.
- The bay door cable at Station 160 came off the roller and it was repaired.
- The lighting project is complete, and a PUD rebate is expected.
- A couple staff vehicles have been scorched during fires; parts are on order and they will be repaired.
- A starter was lost on EI 126; it has been repaired.
- PIO Baker reported:
 - Station 110 will take a Type I engine to the National Night Out event tonight.
 - The Benton-Franklin Fair Parade will be on August 18.
 - Trios normally staff the first aid tent at the Fair each year. Due to an exorbitant cost assessed this year, the Fair Board reached out to Captain LoParco, who is working on staffing the tent with EMS volunteers.

OLD BUSINESS

EMS Levy

The Election is today! The office staff received a few phone calls and email questions requesting information and clarification on the EMS levy. The District has done its due diligence in getting the message out and now it is up to the voters to decide what level of service they wish to have.

NEW BUSINESS

ATV Purchase

An All-Terrain Vehicle (ATV) has been budgeted to be purchased this year. The Equipment Committee and volunteers have researched which model would best meet the needs of the District and have recommended a Polaris Ace. A used 2016 Polaris Ace has been located for sale in Klamath Falls, Oregon in the amount of \$8,500. The vehicle has 203 miles on it and includes a roof, windshield, and extra lighting. After a discussion, Commissioner Houchin made a motion to purchase the used Polaris Ace ATV in the amount of \$8,500. Commissioner Sleater seconded the motion and the motion passed.

Temporary B/C Upgrade

With the retirement of Battalion Chief Cole, Chief Click is recommending to upgrade Captain Gutzmer to that position until the testing process takes place. Commissioner Sleater made a motion to upgrade Captain Gutzmer to the position of Battalion Chief until the testing process is complete. Commissioner Houchin seconded the motion and the motion passed.

SeWAG Parts and Components Quotes

Two quotes were requested for SeWAG Self-Contained Breathing (SCBA) system components for device maintenance. LN Curtis had the lowest quotation in the amount of \$16,278.92. Commissioner Sleater made a motion to award the purchase to LN Curtis. 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 of Commissioner meeting will be on August 21.
- Chief Click will be on vacation August 16 – 21.
- Battalion Chief Tom Cole's Retirement Party will be on August 14.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 10:00 a.m.