

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of September 17, 2019.

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, Fire Chief/District Secretary Click and Financial Manager Paden-Lilly. Commissioner Jenkins was absent due to a work commitment.

ADDITIONS TO THE AGENDA

SAFER Grant was added to old business and Volunteer Member Application 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 Morris made a motion to approve the minutes of September 3, 2019. Commissioner Houchin seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2019 transactions #1659 through #1810. The transactions total \$276,351.32. General Fund \$137,565.08; electronic payroll transfers \$83,852.17; federal payroll tax payment \$30,099.12; retirement systems transfer \$18,488.57; Fire Training Center Operations Fund \$6,202.02; SCBA Fund \$125.91 and Joint Agency Fund \$18.45. 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.

Budget Revenue and Expenditure Reports

The budget revenue and expenditure reports were reviewed.

EMS Report

The EMS Collection Statistics Report was reviewed.

REPORTS

Commissioners, Chiefs and staff reported the following:

- Chief Click reported:
 - Mrs. Deloris Sleater and her family generously donated former Commissioner Jerry Sleater's prized 1929 American LaFrance fire truck to the Fire District last week during a staff meeting held at Station 140. The District was honored to accept such a wonderful gift in Commissioner Sleater's memory.

- Regularly scheduled drill for District members on September 25 and October 2 will include two joint drills to allow for question and answers related to the future of the Fire District; the Five-Year Plan, ambulance transports, and the capital improvement bond.
- At the last All Officer's meeting a discussion was held on what can be done as an organization to emphasize the importance of residents within the District getting out and voting.
- He is still negotiating with the WSP regarding the joint Station 160 water system and continues to try and meet with the City Planning Department.
- Battalion Chief Gutzmer reported that the first hands-on day was held for new recruits and it went very well. The next hands-on day will be held in two weeks.
- Captain LoParco reported that he is working with Captain Henderson to provide training to all members regarding patient transporting procedures.
- Maintenance Supervisor Schoenwald reported that he and Mechanic/Firefighter Ball attended the mechanics conference last week; many good classes were offered.
- Public Information Officer Baker reported that a crew will standby with a Wildland engine this weekend during the bird dog trials on Christensen Road, and she plans to give a fire safety presentation at the mall the following weekend.
- Financial Manager Paden-Lilly reported that a new clothes washer was purchased for Station 120 to replace a broken unit. Due to an HVAC cooling issue reported by a tenant at the Arrowhead Facility, deflector ducts were installed to distribute airflow and regulate temperature for areas serviced by the HVAC unit.

OLD BUSINESS

SAFER Grant

Chief Click reported that the District received notification that the 2018 Staffing for Adequate Fire and Emergency Response (SAFER) grant has been approved for award. The three-year grant will pay 75% of four firefighter positions in years one and two. In the third year of the grant the percentage will go to 35%, with no funding beyond the third year.

After a discussion, Commissioner Morris made a motion to accept the 2018 SAFER grant award to hire four firefighter positions. Commissioner Houchin seconded the motion and the motion passed.

NEW BUSINESS

Resolution 2019-10; Declaration of Special Market Conditions

Chief Click presented information regarding a 2019 demonstration ambulance that is available through Braun Northwest, Inc. The ambulance meets the specifications identified by the Fire District and is being offered with a full lifetime module warranty, factory warranty on chassis, 7-year/75,000 miles limited electrical warranty, 2-year/30,000 mile conversion warranty, and 7.5-year paint warranty at a significant cost savings because it has been used as a vendor demonstration model. The price quoted from Braun Northwest, Inc. to build this apparatus using a 2019 chassis, along with necessary District specifications would be approximately \$153,399, versus their asking price of \$148,120 for the demonstration ambulance. Franklin County Fire District #3 purchased a similar Braun ambulance in 2018, for nearly the same cost as Braun Northwest, Inc. is offering for a new 2019 ambulance.

After a discussion, Commissioner Morris made a motion to sign Resolution 2019-10; Declaration of Special Market Conditions. Commissioner Houchin seconded the motion and the motion passed.

Resolution 2019-11; MRSC Rosters Model, Small Public Works, Consultant and Vendor Rosters

There were several bills passed in the 2019 legislative process that impacted procurement, contracting and bid thresholds. Therefore, Resolution 2017-04 needs repealed and replaced with 2019-11 to include the new provisions and dollar amount thresholds.

After a discussion, Commissioner Morris made a motion to repeal Resolution 2017-04 and sign Resolution 2019-11; MRSC Rosters Model, Small Public Works, Consultant and Vendor Rosters. Commissioner Houchin seconded the motion and the motion passed.

2019 Tri-County Recruit Academy Budget

Financial Manager Paden-Lilly presented and reviewed the proposed 2019 Tri-County Recruit Academy (TCRA) Budget. Commissioner Morris made a motion to approve the 2019 TCRA Budget. Commissioner Houchin seconded the motion and the motion passed.

Resident Firefighter Agreement and Volunteer Member Application

Commissioner Houchin made a motion to approve Resident Firefighter Agreement for Eric Shearer and Volunteer Member Application for Brandi Sallee. Commissioner Morris seconded the motion and the motion passed unanimously.

PUBLIC COMMENT

District Resident John Christenson stated that he attended a committee meeting in support of Fire District's Proposition 2. He is looking forward to getting the word out to voters and hopes the proposition passes.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on October 1.
- The next Southeast Washington Fire Commissioners Association meeting will be on September 20 at 6:30 pm in Dayton.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 9:45 a.m.