

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of January 4, 2022.

CALL TO ORDER

Commissioner Couch called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order at 4:00 p.m. at 1811A S. Ely St. Kennewick, Washington. In attendance at this meeting were Commissioner Carpenter, Commissioner Couch, Commissioner Jenkins, Fire Chief/District Secretary Click, Deputy Chief LoParco, and Executive Director Paden-Lilly.

ADDITIONS TO THE AGENDA

EMS Council Representative Letters was added to new business.

CORRESPONDENCE

The correspondence received log and correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Carpenter made a motion to approve the December 21, 2021, minutes as submitted. Commissioner Jenkins seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2021 transactions #2627 through #2646 and 2022 transactions #1 to #8. The 2021 transactions total \$88,521.79. General Fund \$16,414.03; Fire Training Center Operations Fund \$1,681.91; SCBA Fund \$3,483.00, Fire Training Center Capital Fund \$10,348.72; and Bond Project Fund \$56,594.13. The 2022 transactions total \$54,058.10 for the General Fund. Commissioner Jenkins made a motion to approve the vouchers. Commissioner Carpenter seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

Budget Expenditure Reports

The budget expenditure reports were reviewed.

EMS Report

The EMS and Ambulance Collection Statistics Report was reviewed.

REPORTS

Fire Chief

Chief Click reported:

- The Entrance Conference with the State Auditor's Office was today. The three-year audit should be complete by the end of January and the Exit Conference will be held in February.
- As approved for purchase in the budget, HGAC Contract HT06-2 was executed with Chastang Ford to buy a new maintenance service truck with a Knapheide box. The cost for the service truck with box is \$72,987, which is under the amount budgeted. Ford will begin building the truck in February, and we hope to receive it by the end of April.

- He has been meeting with SECOMM regarding Emergency Service Zone (ESZ) realignments to include response from Station 170.
- He met with Benton and Franklin Emergency Management, who are preparing a disaster plan should the Columbia Generating Station ever suffer a catastrophic event.
- The District has one member out sick with COVID-19.

Deputy Chief

Deputy Chief LoParco reported:

- The Station 160 water line project is moving along; hoping they will break ground this week or next.
- The District received a \$2,500 grant from Nutrien that will go towards rescue equipment. He also plans to apply for a grant from Williams Pipeline.

Battalion Chief(s)

Battalion Chief Gutzmer reported that recruit students will finish Hazmat Operations on Tuesday.

Maintenance

Mechanic/Firefighter Ball reported that his focus has been on snow and ice removal at facilities. There is no apparatus down currently.

OLD BUSINESS

Facility Bond Project

Chief Click reported that the project is coming along. After a walkthrough of the facility, substantial completion has been approved and an occupancy permit issued. The fire protection system installation is coming along, the facility doors are being keyed to the District's system, the windows for the roll up doors are still delayed, and an electrician is finalizing the HVAC system. While the Fire Station will be online and occupied soon, the final completion will not be signed off until landscaping and sprinklers are completed in the Spring.

COVID-19 Impacts

Deputy Chief LoParco reported that the District continues COVID-19 business as usual.

NEW BUSINESS

2022 WFCA Healthcare Application

The 2022 Washington State Fire Commissioners Association Employer Application Form for the medical insurance was presented to the Board. Commissioner Couch signed the form.

2022 BVFF Pension/Disability Remittance

The 2022 Board for Volunteer Firefighters' Pension/Disability Remittance Form was presented to the Board. Commissioner Couch signed approving the document.

EMS Council Representative Letters

Letters were prepared for the EMS Council stating Commissioner Carpenter will be the District's governing body representative to the council for 2022, with Chief Click as the alternate, and Chief Click will be the Fire District 1 representative to the council for 2022, with Captain Henderson as the alternate.

PUBLIC COMMENT

There were no public comments.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on January 18, 2022.
- A Budget Planning meeting will be scheduled for June.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 4:26 p.m.