

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of June 17, 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 and via Zoom video-conference. 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

There were no additions to the agenda.

CORRESPONDENCE

The correspondence sent and correspondence received log was reviewed.

APPROVAL OF MINUTES

Commissioner Carpenter made a motion to approve the June 3 and June 7, 2022, minutes as submitted. Commissioner Couch seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2022 transactions #1156 to #1294. The transactions total \$247,679.46. General Fund \$38,483.17; electronic fund transfers \$131,992.29; federal payroll tax payment \$47,749.62; retirement systems transfer \$25,577.38; WA Support Registry \$1,291.00; Fire Training Center Operations Fund \$399.18; and Joint Agency Fund \$186.82. 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 Revenue and Expenditure Reports

The budget revenue and expenditure reports were reviewed.

REPORTS

Fire Chief

Chief Click reported:

- He has returned from a weeklong vacation and the weather is warming up to summer levels.
- Washington Emergency Management continues to meet and discuss the issue related to the lack of members, availability and/or lack of interest to participate. While the fire service seems to be doing well, the WADNR and USFS are experiencing a decline in available personnel.

Deputy Chief

Deputy Chief LoParco reported that the Lieutenant Promotional testing is complete. Eleven members signed up for the testing, nine members completed the process and six passed. He will present a final eligibility list based on job descriptions and qualifications at the next board meeting.

Training

Captain Nicholls reported:

- A temporary air conditioner solution has been set up at the Fire Training Center, as the HVAC units are still not working. In the meantime, the repair company has not been unable to locate parts to fix the old unit, so it will have to be replaced.
- Recruit testing will be held on July 9, and there have been twelve applications received to date. Participants will begin structure academy in September.

Maintenance Department

Mechanic/Firefighter Ball reported that he has completed steering box maintenance on the Type 3 engines. The new service truck will go in for striping install tomorrow.

Other

Executive Director Paden-Lilly reported:

- The District's Summer Newsletter should be arriving in resident mailboxes this week.
- The current administration and fire training center copier leases are up this month. She and Captain Nicholls met with the copier representative and discussed options available and ways to downsize the units based on current needs.

OLD BUSINESS

Station 160 Water

Deputy Chief LoParco reported that the water line is in and functioning. He is awaiting the final bill, which will be split equally with the Washington State Patrol.

Tri-Tech Program

Chief Click reviewed the annual Kennewick School District Work-based Learning Program Agreement with the Board. He also received an email from the Tri-Tech Director who stated that the school board accepted all of Attorney Snure's recommendations on the Letter of Agreement between Tri-Tech Skills Center and the Fire District. He and Executive Director Paden-Lilly will complete the employee cost estimate for Appendix B of the Agreement.

Wildland Engine Replacement

Chief Click continues to research the wildland apparatus manufactured by Cascade Fire and Equipment out of Medford, Oregon and feels this is the manufacturer the District should go with. He will request quotes and bring information to the next board meeting.

NEW BUSINESS

New Member Applications

Volunteer member applications for Rob Reynolds and Joseph Samson were presented to the Board for review. Commissioner Couch made a motion to approve the applications. Commissioner Carpenter seconded the motion and the motion passed.

FTC Operations and Safety Plan

Captain Nicholls presented and reviewed the Fire Training Center (FTC) Operations and Safety Plan that he collaborated on with Captain Kandle of Kennewick Fire Department. The purpose of this document is to provide users with clear direction regarding safe and effective operations at the FTC. After a discussion, Commissioner Carpenter made a motion to approve the document and authorize Chief Click to sign it. Commissioner Couch seconded the motion and the motion passed.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- Station 170 Open House and Dedication is on July 2, 2022, beginning at 11:00 a.m.
- A regular Board of Commissioner meeting will be on July 5, 2022, at 4:00 p.m.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 4:36 p.m.