

BENTON COUNTY FIRE PROTECTION DISTRICT #1  
BOARD OF COMMISSIONERS

Regular meeting of March 21, 2023.

**CALL TO ORDER**

Vice-Chairperson 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 Procurement/Administrative Coordinator Ewing.

**ADDITIONS TO THE AGENDA**

Replacement of FTC HVAC systems was added to the agenda.

**CORRESPONDENCE**

The correspondence received log and correspondence sent was reviewed.

**APPROVAL OF MINUTES**

Commissioner Carpenter made a motion to approve the March 7, 2023, minutes as submitted. Commissioner Couch seconded the motion and the motion passed.

**FINANCIAL REPORT**

**Fund Transaction Details**

Presented to the Board were 2023 transactions #476 to #624. The transactions total \$257,842.69. General Fund \$46,384.41; electronic fund transfers \$127,433.30; federal payroll tax payment \$45,666.02; retirement systems transfer \$28,663.39; WA Support Registry \$1,291.00; Special Operations Group Fund \$935.67; Fire Training Center Operations Fund \$639.43; MPD Fund \$6,829.47. Commissioner Couch made a motion to approve the vouchers. Commissioner Jenkins 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**

**Commissioners**

Commissioners Carpenter and Jenkins attended the District's Annual Awards Banquet. They enjoyed the evening and thanked those who coordinated the event.

**Fire Chiefs**

Chief Click reported:

- One of the new Ford F-250 staff trucks is complete and should be delivered in mid-April. He is following up with the dealer to ensure that the second truck was ordered.
- He, Deputy Chief LoParco, and Training Captain Nicholls traveled to Prosser last week to discuss mutual aid cooperation in extremely rural areas with the Bureau of Land Management (BLM) and other fire agencies in Benton, Franklin, and Yakima counties. The BLM will use mechanical and natural techniques to minimize wildland fires this spring. They plan to start in the Horse Heaven Hills area.

- He attended the Pacific Northwest Wildfire Coordinating Group (PNWCG) meeting.
- The Benton County Emergency Services (BCES) Board meeting is next week.
- During the last Tri-County Fire Chief's meeting they discussed the possible transition of the SEWAG fund from Benton #1 to the Tri-County Fire Association. He thanked Deputy Chief LoParco for working with other agencies to make this transition possible.
- He and Training Captain Nicholls revised the National Wildfire Coordinating Group (NWCG) peer review process so it can be incorporated into a policy document. The revision should be finalized shortly.

### **Deputy Chief LoParco**

Deputy Chief LoParco reported:

- He is working on 2022 state safety reporting.
- He is working on SOG's to ensure they align with current policies.
- To prepare for the arrival of the two new staff trucks, he continues to purchase needed accessories.
- There was a pre-bid meeting for the Level II Water Tender Refurbishment project, and though no vendors attended, questions were received regarding the project. Sealed bids are due April 13.

### **Training**

Captain Nicholls reported:

- The Fire Training Center (FTC) has been busy with training events and testing, which will continue over the next few weeks.
- New applicant testing is complete, with ten applicants passing.
- He is working on specifications for communications equipment that will be installed on new apparatus arriving this year.
- It was a busy duty weekend this past weekend.

### **Labor**

Vice President Bibe expressed gratitude to Commissioner Couch on behalf of Local 1296 for his service and wished him all the best in his new endeavors.

### **Maintenance Department**

Mechanic/Firefighter Ball reported:

- He is working on wildland apparatus service and should be finished by the end of the week.
- North Tech Equipment Repair is waiting on one more part for the Westmark (#141) truck. He hopes to have it placed in service soon.

## **OLD BUSINESS**

### **2023 Snure Seminar Series**

On March 17, Commissioner Carpenter, Commissioner Jenkins, and staff members attended a webinar presented by Attorney Brian Snure about Structuring Volunteer Programs. A discussion was held regarding recent developments regarding classification of volunteer firefighters and how it may impact the District. Chief Click confirmed that the District's current volunteer program aligns with the acceptable processes discussed in the webinar. He intends to investigate how this may affect the current Resident Program, participation bonuses, and the VSP reimbursement process.

## **NEW BUSINESS**

### **New Member Applications**

Volunteer member applications for Thomas Resasco, Tobaski Snipes, Eric DeFoe, Grayson Guerrero, Dalton Ulland, Leonel Leon, Austin Hendren, Truman Roberts, Cody Davey, and Nathaniel Reed were submitted to the Board for review. Commissioner Carpenter made a motion to approve the new member applications. Commissioner Jenkins seconded the motion and the motion passed.

### **Replacement of FTC HVAC Systems**

Two HVAC units were replaced at the Fire Training Center (FTC) last year due to failures. Considering the ongoing maintenance and age of all other HVAC units, it was recommended to replace all older units. Captain Nicholls presented a comparison of quotes received from Apollo Mechanical, Bruce Heating & Air, and Total Energy Management for the replacement of four (4) Bard units and six (6) thermostats. He recommends awarding the contract to Apollo Mechanical for \$40,336.00 plus tax, the lowest responsible bidder. Following a brief discussion, Commissioner Carpenter made a motion to award the project to Apollo Mechanical and Commissioner Jenkins seconded the motion. Unanimously, the motion passed.

### **PUBLIC COMMENT**

No comments were received from the public.

### **EXECUTIVE SESSION**

Commissioner Couch called a 15-minute executive session at 4:30 p.m. per RCW 42.30.110 (1) (b) to consider the acquisition of real estate. The meeting was called back to order at 4:45 p.m.

### **ANNOUNCEMENTS**

- The next Board of Commissioner meeting will be on April 4 at 4:00 p.m.
- Commissioner Couch expressed his gratitude to the District and its members during his time as the Commissioner. He completed 42 years in the fire service.

### **ADJOURNMENT**

With no further business to come before the Board the meeting was adjourned at 4:45 p.m.