

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of July 19, 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 Jenkins made a motion to approve the July 5, 2022, minutes as submitted. Commissioner Carpenter seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2022 transactions #1365 to #1529. The transactions total \$292,481.77. General Fund \$77,639.52; electronic fund transfers \$134,422.86; federal payroll tax payment \$49,601.79; retirement systems transfer \$28,197.70; WA Support Registry \$1,291.00; Fire Training Center Operations Fund \$1,142.07; and Joint Agency Fund \$186.83. 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 attended a Fire Training Center meeting to discuss strategic planning and budgeting for the facility. A number of capital improvement items will need to be addressed in the future, including, HVAC, converting the burn tower to propane and asphaltting.
- He attended a Washington State Incident Management Team Coalition meeting with Washington State Emergency Management Department.

Deputy Chief

Deputy Chief LoParco reported:

- He has begun to purchase the rescue tools budgeted for this year.
- He is researching possible avenues for completing the water tender refurbish project. The project may have to go out for bid.
- He is working with the WSP to closeout and finalize the Station 160 water project.

- He and Procurement and Administration Coordinator Ewing have been working on a significant facility rekey project. Combination keypads are being installed at most facilities, with fewer levels of keys issued than in the past. Members will only have access to keypads, while captains and chief officers will receive keys as a backup.

Training

Captain Nicholls reported:

- The HVAC repair company estimates that parts for the FTC HVAC unit will not be available until December. Meanwhile he continues to research other possible options.
- Ten applicants completed recruit testing and six successfully passed. The interview process will be held on July 26, followed by physical fitness exams and board approval

Maintenance Department

Mechanic/Firefighter Ball reported that the reserve transport unit had sprung a leak. It has been repaired and the unit is back in service. One of the Type 5 apparatus required a new tire.

Other

Chief Click mentioned that Station 160 might be a possible location to hold future board meetings while the FTC HVAC system is not working.

Commissioner Couch made a motion to move the board meeting location to Fire Station 160 until further notice. Commissioner Jenkins seconded the motion and the motion passed.

OLD BUSINESS

Tri-Tech Program

Chief Click reported that he had emailed the final version of the agreement to the Board for their review. The costs associated with hosting the instructor position has been calculated and added to Appendix B of the agreement. It has been sent to Kennewick School District for final signature. Following a discussion, Chief Click stated that he hopes to bring the signed agreement to the next board meeting.

Wildland Engine Replacement

Chief Click presented Purchase Order 202026 and Intergovernmental Cooperative Purchase Agreement issued to Cascade Fire Equipment Company in the amount of \$480,856 for two 400 Gallon Brush Truck Packages with 2023 F550 Cab Chassis. The trucks would be ordered now, put into production this winter, and be delivered and paid for in Fall of 2023.

After a discussion, Commissioner Jenkins made a motion to approve Purchase Order 202006 in the amount of \$480,856 for two 400 Gallon Brush Truck Packages with 2023 F550 Cab Chassis. Commissioner Couch seconded the motion and motion passed unanimously.

NEW BUSINESS

Resolution 2022-06; Surplus of Property

Resolution No. 2022-06 was presented to the Board. The resolution authorizes the sale or disposal of listed surplus property. Commissioner Carpenter made a motion to sign the resolution and Commissioner Jenkins seconded the motion. All Commissioners voted in favor of the motion.

New Member Applications

Volunteer member applications for Ian Kern and Timothy Schoenwald were presented to the Board for review. Commissioner Couch made a motion to approve the applications. Commissioner Jenkins seconded the motion and the motion passed.

Fire Station 180

Commissioner Carpenter inquired about the plan for placing a Fire Station on the west side of Finley. Although the current Five-Year Plan identifies the need to relocate Station 110 to the area near Oak and Bowles, Chief Click suggests keeping Station 110 open as that area is more heavily populated and offers a greater number of volunteers.

Commissioner Carpenter requested a report showing current call volume and number of volunteers responding to calls.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

At 4:41 p.m. Commissioner Couch called a 15-minute executive session per RCW 42.30.110 to discuss the performance of a public employee. The announced time of resumption in the open public meeting was 4:56 p.m. The actual time of resumption into the open public meeting was 4:56 p.m.

ANNOUNCEMENTS

- A regular Board of Commissioner meeting will be on August 2, 2022, at 4:00 p.m.
- An EMS Council meeting is scheduled for August 1.
- A Tri-County Fire Commissioners Association meeting is scheduled for August 13.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 4:57 p.m.