

BENTON COUNTY FIRE PROTECTION DISTRICT #1  
BOARD OF COMMISSIONERS

Regular meeting of November 15, 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, Fire Chief/District Secretary Click, Deputy Chief LoParco, and Executive Director Paden-Lilly. Commissioner Jenkins was excused.

**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 November 1, 2022, minutes as submitted. Commissioner Couch seconded the motion and the motion passed.

**PUBLIC HEARING ON REVENUE SOURCES**

Commissioner Couch opened the public hearing on revenue sources. Executive Director Paden-Lilly presented and reviewed revenue sources. Based on preliminary assessed values, potential tax levy revenue for 2023, is \$4,205,183. Of this amount, \$72,283 is needed for the administrative office bond. The voted facility and apparatus bond levy will be \$172,097. Miscellaneous revenue sources are estimated at \$1,302,683. There were no public comments.

**2023 BUDGET AND TAX LEVY**

The 2023 proposed budget and Resolution 2022-09 setting the tax levy for 2023, was presented to the Board. After discussion, Commissioner Couch made a motion to sign Resolution 2022-09 and approve the proposed 2023 budget. Commissioner Carpenter seconded the motion and the motion passed unanimously.

**FINANCIAL REPORT**

**Fund Transaction Details**

Presented to the Board were 2022 transactions #2233 to #2390. The transactions total \$304,386.40. General Fund \$64,689.81; electronic fund transfers \$145,278.72; federal payroll tax payment \$54,178.10; retirement systems transfer \$32,155.78; WA Support Registry \$1,291.00; Hazmat Fund \$992.77; Fire Training Center Operations Fund \$2,280.21; SCBA Fund \$2,863.17; Joint Agency Fund \$186.84; Debt Service Fund \$300.00 and Facilities/Apparatus Bond Fund \$170.00. Commissioner Carpenter made a motion to approve the vouchers. Commissioner Couch 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**

Commissioner Carpenter attended the Tri-County Commissioner's Association meeting that was held at Walla Walla County Fire District #4. A presentation was given about community paramedicine: a model of community-based health care in which paramedics work outside their normal emergency response and transport roles to assist citizens.

### **Fire Chief**

Chief Click reported:

- Last week, he attended a State Chief's Workshop in Wenatchee with Deputy Chief LoParco and Training Captain Nicholls.
- The Legislative Day in Olympia is scheduled for February 17. He plans to attend along with Chief Harris and Commissioner Blackman from Franklin #3.
- A special meeting has been scheduled to discuss legislation regarding rural fire protection. Fire Chiefs generally agree that there is no need for new legislation, but rather a clean-up of existing laws.
- State agency partners continue to evaluate Complex Incident Management for Incident Management Teams.
- Ford began accepting orders for 2023 vehicles towards the end of October. At this time, the two Ford chassis for the Type 5 trucks have been ordered and Tom Denchel Ford has placed the order for two F250 pickup trucks.
- Station 170 sustained significant damage during the wind storm the weekend of November 5. Signage, trees, siding, soffits, and shingles were damaged on the resident quarters.

### **Deputy Chief**

Deputy Chief LoParco reported:

- At the Wenatchee workshop he attended a presentation on the incredible dangers of lithium-ion batteries. He is working with Captain Nicholls to provide awareness training to responders.
- A District-wide COVID update was issued today. The memo provides guidance on changes that have occurred since the rescission of all state emergency proclamations and emergency orders.

### **Battalion Chief(s)**

Battalion Chief Gutzmer reported that the Recruit Academy will be participating in live fire training this Saturday at Walla Walla County Fire District #5.

## **OLD BUSINESS**

There was no old business.

## **NEW BUSINESS**

### **Policy 4700; Litigation Defense**

Policy 4700; Litigation Defense was present to the Board for review. After review and discussion, Commissioner Couch made a motion to approve Policy 4700. Commissioner Carpenter seconded the motion and the motion passed.

### **Arrowhead Bond**

Commissioner Carpenter requested additional information regarding paying off the 2014 Arrowhead Bond. After the sale of the Arrowhead Building in 2021, the Fire District's Bond Counsel provided the following information regarding the Bond Purchase Agreement (BPA) for the 2014A Bonds.

- Per the terms of the BPA, the District cannot redeem or pay-off any bonds maturing prior to December 1, 2025, and can only redeem/pay-off bonds maturing after December 1, 2025 on or after December 1, 2024. The soonest pay-off opportunity is December 1, 2024, for the bonds maturing on or after December 1, 2025, meaning the 2029 Term Bonds and the 2033 Term Bonds.
- The 2014A Bonds were issued as Taxable bonds for the purchase of the land and construction of the administration building so there are no tax issues related to the sale of the building.

At the October 5, 2021, Board Meeting the Commissioners agreed to establish a project fund and deposit the Arrowhead Building sale proceeds to be used for future construction of an administrative building.

After further discussion, Commissioner Couch requested that Commissioner Carpenter send the staff a list of his specific questions so that they can be answered by the Bond Attorney.

### **Station 160 Remodel**

Commissioner Carpenter requested an update on the proposed remodel of Station 160. Chief Click met with a structural engineer to determine whether there were any obstacles to renovating the fire station into an administrative office. At this point the engineer does not foresee any issues. The next step would be to provide drawings to an architect to establish a cost for the remodel. After a discussion, Commissioner Couch requested that Chief Click provide preliminary drawings and scope of the project to the Board for review.

### **PUBLIC COMMENT**

There was no public comment.

### **EXECUTIVE SESSION**

There was no executive session.

### **ANNOUNCEMENTS**

- A regular Board of Commissioner meeting will be on December 6, 2022, at 4:00 p.m. at the Fire Training Center.

### **ADJOURNMENT**

With no further business to come before the Board the meeting was adjourned at 5:18 p.m.