

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of November 21, 2023.

CALL TO ORDER

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

ADDITIONS TO THE AGENDA

Forgiveness of Debt was added to new business.

CORRESPONDENCE

The correspondence received log and correspondence sent was reviewed.

APPROVAL OF MINUTES

A motion was made by Commissioner Phillips to approve the regular minutes of November 7, 2023, as presented. A second was provided by Commissioner Carpenter, and the motion passed.

PUBLIC HEARING ON REVENUE SOURCES

Commissioner Carpenter opened the public hearing on revenue sources. Executive Director Paden-Lilly presented and reviewed revenue sources. Based on preliminary assessed values for the 2024 tax year, the potential tax levy revenue is estimated to be \$4,886,319. However, it is important to note that this figure is subject to change. Out of the \$4,886,319, \$70,528 will go towards the non-voted administrative office bond payment. The voted facility and apparatus bond payment will be \$175,461. In addition, \$1,140,257 is estimated to be received from miscellaneous revenue sources. This amount includes funds generated from various sources such as grants, ambulance services, mobilizations, fees, and other revenue-generating activities. There were no public comments regarding the revenue sources presented.

2024 BUDGET AND TAX LEVY

The proposed budget for 2024 and Resolution 2023-06, setting the tax levy for 2024, were presented to the Board. A motion was made by Commissioner Phillips to sign Resolution 2023-06 and approve the budget proposal for 2024. Commissioner Carpenter seconded the motion, and it passed unanimously.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2023 transactions #2270 to #2418. The transactions totaled \$434,871.32. General Fund \$223,658.39; electronic fund transfers \$131,995.43; federal payroll tax payment \$47,483.93; retirement systems transfer \$28,138.90; WA Support Registry \$1,291.00; Fire Training Center Operations Fund \$904.89; and MPD Fund \$1,398.78. 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

Commissioners

- Commissioner Phillips has yet to receive a response from Local 1296 concerning their interest in a free PTSD presentation. He inquired about holding a pre-fire planning training opportunity at his wife's business that is located within the Fire District.
- Commissioner Carpenter attended the Tri-County Commissioners Association meeting at Walla Walla #4. A presentation was given by the Washington Department of Natural Resources. Tentative meeting dates for 2024 were set; February 10 at Benton #2, May 11 at West Benton, August 10 at Benton 34, and November 16 at Walla Walla #4.

Fire Chief

Fire Chief Click reported:

- The BCES Board has signed an agreement to move forward with a new tower on Red Mountain.
- He attended several meetings over the past couple of weeks.

Deputy Chief

Deputy Chief LoParco reported:

- The first Water Tender refurb project is moving along, and it should be painted in the next couple of weeks.
- The local Fire Chiefs are looking into revamping the Tri-County Fire Chiefs Association and the Region 8 Fire Council.
- Chief Click, Procurement and Administrative Coordinator Ewing, and he met with a motivational speaker yesterday. The meeting proved to be highly encouraging, and they discussed the possibility of scheduling a few team building workshops with the speaker after the new year. These workshops will have a positive impact on our team and foster a supportive and collaborative work environment.

Training

Captain Nicholls reported:

- During the last couple of weeks, he has been supporting recruit academy. Following live fire training, 13 members of the District are qualified to NFPA 1001 level. The students will now move on to IFSAC training, hazmat, and some of them will begin wildland academy in April.
- A total of 12 new applicants will be tested in the next round.
- Over the Veteran's Day weekend, the Fire Training Center classroom was used for an ICS class, and it will be used again in December.

Labor

Union President Bibe reported that negotiations are going well. The team met last Friday and will meet again on December 15.

OLD BUSINESS

Administrative Office

Prior to this meeting, the Chiefs and Commissioners visited Mobile Modular in Richland to assess the quality of their modular office buildings. Following a discussion, the Board concurred

with moving forward and initiating drawings and site evaluations to determine the cost of the project.

NEW BUSINESS

New Member Applications

Support services applications for Hunter Downing and Cadance Jackson were submitted to the Board for review. Commissioner Phillips made a motion to approve the applications. Commissioner Carpenter seconded the motion and the motion passed.

Forgiveness of Debt

The Fire District has received a request of financial hardship. The individual is requesting forgiveness of debt relating to fees assessed for emergency medical services. After review and discussion, Commissioner Phillips made a motion to forgive the debt for Patient Call Number: 157-BC12300783. Commissioner Carpenter seconded the motion and the motion passed.

PUBLIC COMMENT

No comments were received from the public.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

The next Board of Commissioner meeting will be on Tuesday, December 5 at 4:00 p.m.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:19 p.m.