

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of November 3, 2020.

CALL TO ORDER

Commissioner Jenkins called the virtual regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order at 4:00 p.m. via Zoom video-conference. In attendance at this meeting were Commissioner Christenson, Commissioner Morris, Commissioner Jenkins, Fire Chief/District Secretary Click, Deputy Chief LoParco, and Executive Director Paden-Lilly.

ADDITIONS TO THE AGENDA

Washington Department of Natural Resources Agreement was added to new business.

CORRESPONDENCE RECEIVED LOG

The correspondence received log was reviewed.

CORRESPONDENCE SENT

The correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Christenson made a motion to approve the October 20, 2020, minutes as submitted. Commissioner Jenkins seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2020 transactions #2106 through #2138. The transactions total \$317,680.57. General Fund \$271,915.97; Hazmat Fund \$3,224.97; Fire Training Center Operations Fund \$1,417.35; Fire Training Capital Fund \$7350.00 and Bond Project Fund \$33,772.28. Commissioner Christenson made a motion to approve the vouchers. Commissioner Morris seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

Budget Expenditure Reports

The budget expenditure reports were reviewed.

REPORTS

Commissioners

- Commissioner Christenson reported:
 - He was unable to attend the last Hazmat Board meeting.
 - He received a document from WFCA titled Coronavirus (COVID-19) Prevention: Firefighting Industry Workplace Requirements and Suggestions. The guidance is from L&I and is intended to assist fire agencies with developing COVID-19 response and action plans.
 - He also shared information related to a document he received regarding how the Coronavirus is spread through the air via aerosol transmissions.

Fire Chief

- Chief Click reported:

- The District is transitioning from Wildland season to structure fire/winter accident season.
- The staff will be moving into the new office at the Station 170 property next week.
- Notification was received last week from FEMA that the District was not awarded the FireAct grant submitted for communications equipment nor was the joint grant for the Fire Training Center props.

Deputy Fire Chief

- Deputy Chief LoParco reported:
 - The new L&I guidance on COVID-19 will be implemented.
 - The second ambulance has arrived and is getting striping.
 - The rescue truck is in assembly.

Battalion Chief(s)

- Battalion Chief Gutzmer reported that the recruit student that initially reported a positive COVID test was the only student to test positive. In-person training resumed last week and hands-on training is scheduled for this Saturday.

Labor Representative

- Captain Bibe reported that the labor group would like to meet with the Chief's the first part of November. Chief Click will get back to him on possible dates.

Other

The District is holding two upcoming Flu Shot Clinics:

- November 7 from 9:am to 2:pm at On Scene Medical Services Office.
- November 11 from 5:30 pm to 6:30 pm at the Fire Training Center.

OLD BUSINESS

Budget 2021

The Board discussed the Proposed 2021 Budget. Commissioner Christenson made a motion to hold a virtual workshop on November 10, to continue review and discussion. Commissioner Morris seconded the motion and the motion passed unanimously.

Apparatus and Facility Bond Project

Chief Click reported that the A&E firm has submitted documents to Benton County, and they will require two building permits because of the two structures. They expect to go out for bid for the project in December. The septic system is scheduled to be replaced the first part of next week.

COVID-19 Impacts

Deputy Chief LoParco reported that operations continue to be the same for COVID-19 safety.

Arrowhead Facility/Admin Office Relocation

Executive Director Paden-Lilly reported that the Arrowhead facility has been rekeyed and is no longer keyed to the Fire District's key system. Chief Click continues to stay in contact with the Realtor regarding selling the facility.

NEW BUSINESS

Washington Department of Natural Resources (WADNR) Agreement

Chief Click presented Agreement No. 93-101522; Fire District Assistance Agreement to the Board. The agreement addresses the WADNR Federal Property, the Administrative Services Act and the Cooperative Forestry Assistance Act, and the transfer of firefighting and emergency service property program. After a discussion, Commissioner Jenkins made a motion to authorize Chief

Click to sign and enter into the agreement with WADNR. Commissioner Morris seconded the motion and the motion passed.

PUBLIC COMMENT

There was no public comment.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on November 17 via Zoom.
- The next Hazmat Board meeting will be on October 18 via Zoom.
- The next Tri-County Commissioner's Meeting is scheduled for November 21.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 4:44 p.m.