

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of November 5, 2019.

CALL TO ORDER

Chairman Houchin 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 7511 W. Arrowhead Ave., Kennewick, Washington. In attendance at this meeting were Commissioner Houchin, Commissioner Jenkins, Commissioner Morris, Fire Chief/District Secretary Click and Financial Manager Paden-Lilly.

ADDITIONS TO THE AGENDA

Forgiveness of debt 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 Jenkins made a motion to approve the October 15, 2019, minutes as submitted. Commissioner Morris seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2019 transactions #2028 through #2080. The transactions total \$78,285.10. General Fund \$70,668.44; Training Center Operating Fund \$2,764.47; SCBA Fund \$3,546.58, MPD Fund \$1,005.41, Debt Service Fund \$300.00 and Capital/Building Fund \$0.20. Commissioner Morris 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 Expenditure Report

The budget expenditure report was reviewed.

REPORTS

Commissioners, Chief and staff reported the following:

- Chief Click reported:
 - The California Mobilization crew returned last night. The crew felt it was a good assignment and a valuable experience.
 - Commissioner Jenkins, Chief Click, Training Captain LoParco, and the three administrative staff attended this year's Washington Fire Commissioner's Association Conference and Snure Law Update Seminar. It was a very informative conference.

- He presented a draft version of a proposed EMS Services Fee Schedule to the Board for review.
- He reviewed tax levy information received so far from the County.
- Six applications have been received for the two firefighter/paramedic positions. The application period ends tomorrow.
- Public Information Officer Baker reported
 - Crews participated in the Safe-Treat-Street event on Halloween night; there was a lot of participation and the event went well.
 - Crews will be participating in the West Richland Veterans Day Parade on Saturday, November 9 and in the Holiday Parade at Columbia Center mall on November 16.
- Battalion Chief Gutzmer reported that the Recruit Academy's final live fire training will be on November 16. There are 15 Benton #1 recruits in this academy.

OLD BUSINESS

2020 Budget

A second draft of the 2020 Budget was presented, and Chief Click thoroughly reviewed it with the Board. The final draft will be presented at the next Board meeting for final approval.

NEW BUSINESS

Resolution 2019-12; Board Meeting Time Change

Financial Manager Paden-Lilly presented Resolution 2019-12; Board Meeting Time Change. The Resolution would change the time of the Regular Meetings of the Board of Commissioners from 9:00 a.m. to 4:00 p.m. for the remainder of 2019. After a discussion, Commissioner Jenkins made a motion to sign Resolution 2019-12 and change the meeting time to 4:00 p.m. Commissioner Morris seconded the motion and the motion passed unanimously.

Forgiveness of Debt

The Fire District has received two requests of financial hardship. The individuals are requesting forgiveness of debt relating to fees assessed for on-scene emergency medical services. After review and discussion, Commissioner Houchin made a motion to forgive the debt for patient 2018-1213 and 2019-469. Commissioner Jenkins seconded the motion and the motion passed unanimously.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on November 19 at 4:00 p.m.
- Today is Election Day!

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:02 p.m.