

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of December 21, 2021.

CALL TO ORDER

Commissioner Carpenter 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. 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 received log and correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Couch made a motion to approve the December 7, 2021, minutes as submitted. Commissioner Jenkins seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2021 transactions #2615 to #2766. The transactions total \$264,326.82. General Fund \$69,865.83; electronic fund transfers \$114,968.45; federal payroll tax payment \$38,760.88; retirement systems transfer \$26,696.43; WA Support Registry \$1,291.00; Fire Training Center Operations Fund \$357.43; Training Academy Fund \$573.25; SCBA Fund \$5,672.24; MPD Fund \$186.15; and Fire Training Center Capital/Building Fund \$5,955.16. Commissioner Couch 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.

Budget Amendment Resolutions

The Board was presented with Resolution No. 2021-12 and 2021-13. The resolutions will amend the General Fund and Mobilization budget line items in the following manner:

RESOLUTION 2021-12; GENERAL FUND

	<u>From</u>	<u>To</u>
342 60 00 07 – Charges for Service; Ambulance Fees	\$156,000	\$300,000
331 97 00 01 – FIRE Act Grant	\$124,332	\$0
395 10 00 02 – Other; Sale of Equipment	\$0	\$17,650
522 20 10 02 – Operations; Resident Stipend/Points	\$120,000	\$85,700
522 20 10 20 – Operations; Firefighters, Career	\$470,900	\$570,900
522 20 10 22 – Operations; Firefighters, SAFER	\$272,500	\$322,500
522 20 10 25 – Operations; Firefighters, Seasonal	\$45,000	\$30,000

522 21 28 00 – Suppression; Protective Clothing	\$77,000	\$107,000
522 22 31 00 – EMS; Expendable EMS Supplies	\$20,000	\$28,200
522 22 41 05 – EMS; Contract Services – EMS Billing Service	\$11,000	\$17,500
522 24 48 20 – Communications; Intergovern./Dispatch	\$67,312	\$75,412
522 45 10 00 – Training; Salaries/Training Officer	\$105,900	\$97,900
522 45 20 00 – Training; Benefits/Training Officer	\$30,700	\$22,700
522 45 41 00 – Training; Contract Service	\$14,750	\$8,750
522 50 35 00 – Facilities; Non-Expendable Equipment	\$28,000	\$8,000
522 60 10 10 – Automotive; Maintenance Salary	\$165,600	\$180,100
522 60 20 10 – Automotive; Maintenance Retirement Buyout	\$0	\$25,000
522 60 32 00 – Automotive; Fuels & Oils	\$55,000	\$79,000
594 22 62 35 – Capital Building	\$50,000	\$65,000
594 22 64 36 – Capital; Apparatus & Equipment	\$400,548	\$210,548
597 00 01 61 – Transfer to Reserve Fund	\$100,000	\$300,000

Commissioner Couch made a motion to approve Resolution 2021-12: Budget Amendment. Commissioner Jenkins seconded the motion and the motion passed.

RESOLUTION 2021-13; MOBILIZATIONS

342 21 00 01 – Fire Services, State	\$67,000	\$113,489
342 21 00 02 – Fire Service, State (Pers)	\$75,000	\$186,482
342 21 00 03 – Fire Service, State (Eqp)	\$25,000	\$48,280
342 21 00 04 – Fire Service, Federal	\$0	\$5,216
522 20 10 30 – Mobilization Wages	\$100,000	\$249,464
522 20 20 30 – Mobilization Benefits	\$15,000	\$48,467
522 21 49 10 – Reimbursable Fire Supp	\$5,000	\$13,490

Commissioner Couch made a motion to approve Resolution 2021-13: Budget Amendment. Commissioner Carpenter seconded the motion and the motion passed.

REPORTS

Commissioners

Commissioner Carpenter reported that he attended the Special Operations Board meeting via Zoom. The next meeting is scheduled for January 19.

Fire Chief

Chief Click reported:

- He attended a BCES Board meeting where discussions continued about the consultant hired to develop a funding mechanism, organizational structure, and governmental structure for Benton County Emergency Services. There is a high level of cooperation between the representatives of the City and the County regarding the consolidation of the Bi-County Police Information Network (BIPIN) Board with the Benton County Emergency Services (BCES) Board.
- He attended a meeting of the Fire Defense Committee. The group is focusing on filling four regional committee positions that are open in Region 6, making plans for the 2022 Rate Schedule, and discussing issues related to COVID and volunteer firefighters becoming state employees.
- An All-Officer’s meeting was held last Tuesday. A presentation on hybrid/electric cars was given by Captain Jason Langston from Franklin Fire #3.

- He is scheduled to meet with Denny Waters, our Hughes Fire Equipment representative to review the Fire District's apparatus replacement plan and to explore the Pierce leasing program. Trucks ordered today are not expected to be delivered until the middle of 2023.
- The District is updating its uniform patches to match the new logo being used on apparatus and facility signs. A survey has been sent out to all members for their input before the new patch design is finalized.

Battalion Chief(s)

Battalion Chief Matt Gutzmer reported that the IFSAC Firefighter I practical test was conducted last Saturday. While we have not yet received the written test results, the test went very well. A total of 17 new recruit firefighters are now able to respond to structure fires. Hazmat Operations classes will begin on January 11.

Maintenance Department

Mechanic/Firefighter Ball reported:

- Type I service is near completion and will be starting on the new year service rotation.
- There was an issue with the Pitman arm on the Type 5 apparatus and a Hughes Fire representative came to the maintenance shop and replaced them.
- Nearly complete with replacing logos on all apparatus.

OLD BUSINESS

Facility Bond Project

Chief Click reported that the Contractor received the final inspection last Friday and should have the Occupancy Permit by Monday. A meeting is scheduled for Thursday to do a final walk through with punch list. There are few minor items of question or needing completion and there is no air compressor in the apparatus bay yet.

COVID-19 Impacts

Deputy Chief LoParco reported that the District continues COVID-19 business as usual.

Station 160 Water System

Deputy Chief LoParco reported that the City of Kennewick Outside Utility Agreement for the Station 160 Water System was reviewed by Attorney Snure who advised that agreement was standard language for a City Outside Utility Agreement. Deputy Chief LoParco is asking for approval to sign the document so that the project can proceed. After a discussion, Commissioner Jenkins made a motion authorizing Chief Click to sign the City of Kennewick Outside Utility Agreement for the Station 160 water project. Commissioner Couch seconded the motion and the motion passed with all in favor.

NEW BUSINESS

Resolution 2021-14; Set 2021 Board Meeting Dates

Resolution No. 2021-14 was presented to the Board. This resolution sets the 2022 Board of Commissioner meeting dates for the Regular Meetings to be held at 4:00 pm via video-conference or at a meeting location to be determined. The 2022 Regular Board Meeting dates are as follows:

Tuesday, January 4, 2022	Tuesday, May 3, 2022	Tuesday, September 6, 2022
Tuesday, January 18, 2022	Tuesday, May 17, 2022	Tuesday, September 20, 2022
Tuesday, February 8, 2022	Tuesday, June 7, 2022	Tuesday, October 4, 2022
Tuesday, February 22, 2022	Tuesday, June 21, 2022	Tuesday, October 18, 2022
Tuesday, March 1, 2022	Tuesday, July 5, 2022	Tuesday, November 1, 2022
Tuesday, March 15, 2022	Tuesday, July 19, 2022	Tuesday, November 15, 2022
Tuesday, April 5, 2022	Tuesday, August 2, 2022	Tuesday, December 6, 2022
Tuesday, April 19, 2022	Tuesday, August 16, 2022	Tuesday, December 20, 2022

Commissioner Couch made a motion to sign the resolution. Commissioner Jenkins seconded the motion and the motion passed.

Elect 2021 Board Chairperson

The Board agreed that Commissioner Couch would be the Chairperson in 2022, and Commissioner Carpenter Vice-Chair.

2022 Committee Assignments

- Special Operations Board – Commissioner Couch
- EMS Council – Commissioner Carpenter
- Safety and Health Committee – Commissioner Jenkins
- Board of Trustees – Commissioner Couch

PUBLIC COMMENT

District resident John Christenson inquired as to the progress on the Station 170 project and shared information on the COVID-19 Omicron variant.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- A regular Board of Commissioner meeting will be held on January 4, 2022, at 4:00 p.m.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 4:43 p.m.