

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of December 6, 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 Street in Kennewick, Washington and via Zoom video-conference. In attendance at this meeting were Commissioner Carpenter, Commissioner Couch, Commissioner Jenkins, Deputy Chief LoParco, and Executive Director Paden-Lilly. Fire Chief/District Secretary Click was absent due to vacation.

ADDITIONS TO THE AGENDA

Station 140 logo was added to new business.

CORRESPONDENCE

The correspondence received log and correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Carpenter made a motion to approve the minutes of the November 15, 2022, as submitted. Commissioner Jenkins seconded the motion and the motion passed unanimously.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2022 transactions #2416 to #2485. The transactions total \$279,710.47. General Fund \$70,781.05; electronic fund transfers \$12,873.81; federal payroll tax payment \$2,377.17; Hazmat Fund \$60.00; Fire Training Center Operations Fund \$1,298.69; Debt Service Fund \$59,518.75, and Facilities/Apparatus Bond Fund \$132,801.00. 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 Expenditure Reports

The budget expenditure reports were reviewed.

EMS Report

The Ambulance Transport Services Income and Expense report was reviewed for the period October 1, 2021, through September 30, 2022.

REPORTS

Commissioners

Commissioner Carpenter attended the EMS Council meeting yesterday. A discussion was held regarding upcoming GEMT plan amendments.

Training

Captain Nicholls reported:

- A third class of the NFA Leadership Series was held over the weekend. The class went well, and in 2023 he hopes to offer two or three more NFA classes.
- The Fire Training Center (FTC) facility calendar will be filled from now through April with Recruit Academy and other classes.

- Live fire evolutions for the current recruit academy were completed a few weeks ago, and students will be testing for IFSAC soon.
- He will be working with Kennewick Fire Department to finalize the FTC Budget. KFD's Training Captain Rob Kandle has retired, and Tony Jorgensen will fill the position for the next three years.

OLD BUSINESS

Arrowhead Bond

Commissioner Carpenter requested information regarding the process of paying off the Arrowhead Bond before the maturity date in 2033. Chief Click spoke with the District's Bond representative at D.A. Davidson and Co who provided the following information: If the District paid off the Bond prior to December 1, 2024, a Notice of Defeasance would need to be issued and an Escrow Account would need to be set up to settle the bond, which would cost approximately \$13,000. After December 1, 2024, there would be no cost for paying off the Bond.

The Board decided that they would like to retire the bond early, but would wait until after December 1, 2024, to avoid paying for an escrow account.

Station 160 Remodel

Chief Click provided drawings of Station 160 and two possible options for remodeling into the Administrative Offices. Following a discussion, the Board requested to move forward with having an architect prepare drawings and cost for Option #1.

NEW BUSINESS

Station 140 Logo

Station 140 member's have designed a Station specific logo and have requested Board approval of the design. They would like to use this logo on off duty apparel to show pride in their fire station. After review, the Board approved of the logo.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

Commissioner Couch called a 10-minute executive session at 4:46 p.m. per RCW 42.30.110 (1) (g) to discuss the performance of a public employee. The meeting was called back to order at 4:56 p.m.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on December 20, 2022.
- Commissioner Couch announced that he is moving out of the area and his last day as Fire Commissioner will be March 31, 2023.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 4:57 p.m.