

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of February 19, 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 9:00 a.m. at 7511 W. Arrowhead Ave., Kennewick, Washington. In attendance at this meeting were Commissioner Houchin, Commissioner Morris, Fire Chief/District Secretary Click, and Financial Manager Paden-Lilly. Commissioner Sleater was unexcused.

ADDITIONS TO THE AGENDA

SAFER Grant 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 Morris made a motion to approve the minutes of February 5, 2019. Commissioner Houchin seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2019 transactions #180 through #321. The transactions total \$180,982.80. General Fund \$54,437.44; electronic payroll transfers \$78,866.44; federal payroll tax payment \$26,907.57; retirement systems transfer \$17,658.48; Hazmat Fund \$10.00; Fire Training Center Operations Fund \$1,724.98; SCBA Fund \$1,375.39 and Joint Agency Fund \$2.50. Commissioner Morris made a motion to approve the vouchers. Commissioner Houchin seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

Transaction Summary Reports

The budget revenue and expenditure reports were reviewed.

EMS Report

The EMS Collection Statistics Report was reviewed.

REPORTS

Commissioners, Chief and staff reported the following:

- Chief Click reported:
 - He has begun having quarterly shift captain's breakfast meetings. The first meeting went well.
 - Snow, snow, and more snow. It has been tough for staff to stay ahead of it all.
 - He provided an update of the current Legislative session.

- The new mechanic/firefighter will start on March 4, as he has passed the written test and medical/fitness testing.
- Public Information Office Baker reported that the Finley Elementary Family Night event was postponed due to the weather and the school had lost their heat source.
- Battalion Chief Gutzmer reported that the agility test has been postponed due to weather; it has been rescheduled to March 2.
- The Hazmat Board meets tomorrow.
- The Safety Committee meets on February 21.

OLD BUSINESS

2019 Budget

A revised version of the 2019 Budget was presented to the Board. Changes were made to various revenue and expenditure accounts based on accurate tax levy information received from the County. After a discussion, Commissioner Houchin made a motion to approve the revised 2019 Budget. Commissioner Morris seconded the motion and the motion passed unanimously.

NEW BUSINESS

Emergency Declaration

Chief Click spoke with Washington Emergency Management regarding impacts of severe weather. He has been told that individual taxing districts can declare a state of emergency and be considered for compensation of undue expenses caused by severe weather. It would be an opportunity for the District to recoup costs associated with facility snow removal.

Volunteer Application

Commissioner Houchin made a motion to approve Support Service Application for Patrick Kern. Commissioner Morris seconded the motion and the motion passed.

Helmet Quotes

The Equipment Committee researched and received samples of various helmets. After review and trial usage, the Committee recommended purchasing Bullard brand helmets with custom leather fronts. Quotes were received from the following:

Municipal Emergency Services	\$18,900
Public Safety Center	\$19,605
Reliable Investments, LLC (The quote did not include leather fronts)	\$16,191

After discussion, Commissioner Houchin made a motion to award the purchase of the Bullard helmets to Municipal Emergency Services. Commissioner Morris seconded the motion and the motion passed.

2019 BVFF Pension Certification

The 2019 Board for Volunteer Firefighters' Pension Certification was presented to the Board. Chairman Houchin signed approving the document.

SAFER Grant

Chief Click recommended that Be Creative Consultants be hired to complete the grant application for the Staffing for Adequate Fire and Emergency Response (SAFER) grant. After a discussion, Commissioner Morris made a motion to authorize Chief Click to enter into a contract with Be Creative Consultants for the completion of the SAFER grant application. Commissioner Houchin seconded the motion and the motion passed.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

There was no executive session

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on March 5.
- The Tri-County Commissioners Association meeting was rescheduled to February 23.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 9:50 a.m.