

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of March 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.

It is with great sorrow that the District was notified of Commissioner Sleater's passing on March 6, 2019. His funeral services took place on March 16, 2019, and the District offers its most sincere condolences to the family during this difficult time.

ADDITIONS TO THE AGENDA

Board of Commissioner meeting time was added to new business.

CORRESPONDENCE RECEIVED LOG

The correspondence received log was reviewed. A letter was presented by Ronnie L. Bush expressing his willingness to assume the position of Fire Commissioner, in Commissioner Sleater's absence.

CORRESPONDENCE SENT

The correspondence sent was reviewed.

APPROVAL OF MINUTES

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

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2019 transactions #354 through #524. The transactions total \$189,019.89. General Fund \$61,681.96; electronic payroll transfers \$77,480.30; federal payroll tax payment \$27,242.80; retirement systems transfer \$18,264.11; Fire Training Center Operations Fund \$4,190.83; SCBA Fund \$157.39 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:
 - The SAFER Grant application has been completed by the grant writer. Chief Click will give it a final review before submission.
 - Five letters of interest were received for the seasonal employment opportunity; March 15 was the deadline for submittal.
 - Last weeks All Officer's Meeting was a well-attended and a good meeting. It was decided to wait until the banquet on May 4, to recognize Battalion Chief Gutzmer and the three new Lieutenant promotions.
 - He and Lieutenant Chambers are analyzing incident response data.
 - He will be in Yakima this afternoon and tomorrow morning for IMT meetings and in Ellensburg on Thursday for a large infrastructure meeting.
- Office Assistant Ferrell reported that the next EMS Council meeting will be on April 1 at 1:30 and will be held at the Fire Training Center.
- Battalion Chief Taylor reported that he met with Sergeant Brockman from the Benton County Sheriff's Office to discuss the residential structure fire that took place last week on Bowles Road. No one was home at the time of the fire and it appears to have been caused by an electrical issue.
- Battalion Chief Gutzmer reported that the recruit agility test went very well at the Riverview High School gymnasium. That location will be a great back up plan should the FTC not be available in the future.
- Public Information Officer Baker reported that the District is participating in a job fair at Worksource/Goodwill on Thursday, March 21; the crew will be presenting information on the resident program.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Resolution No. 2019-02; Rescind Resolution Declaring Vacancy

Resolution 2019-02 was presented to the Board to rescind Resolution No. 2019-01.

Commissioner Houchin made a motion to sign Resolution 2019-02, rescinding Resolution 2019-01. Commissioner Morris seconded the motion and the motion passed.

Resolution No. 2019-03; Honoring the Memory of Gerald D. Sleater

Chief Click read aloud Resolution No. 2019-03, Honoring the Memory of Gerald D. Sleater.

Commissioner Morris made a motion to sign Resolution 2019-03. Commissioner Houchin seconded the motion and the motion passed.

Benton County Fire District #1 hereby honors the memory of Gerald D. Sleater, for 55 years of outstanding service and extraordinary contributions as a volunteer firefighter and fire commissioner.

Board of Commissioner Meeting Time

Commissioner Houchin posed the question as to if there would be any issues in changing the Board of Commissioner meeting time from 9:00 am to later in the afternoon. After a discussion, it was decided that should the need arise, the Staff and Commissioners would be open to changing the meeting time.

Commissioner Position #3

With the death of Commissioner Gerald Sleater, the Board held a discussion regarding the vacancy. The Board has received interest from two individuals regarding the appointment to Commissioner Position #3. The Board decided to table this item until the next meeting to allow more time for individuals to submit their interest in the vacant position. Per RCW 42.12.070, the Board has 90 days from the date of vacancy to fill the vacancy. The person appointed to fill the vacancy will serve until the next general fire district election in 2019.

PUBLIC COMMENT

Pat Linse inquired as to if the Fire District could plow snow from District residents' driveways. Chief Click explained that type of service would be considered a gift of public funds.

Ron Bush shared that he is willing to fill in as a Commissioner if needed.

EXECUTIVE SESSION

There was no executive session

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on April 2.
- The Hazmat Board meeting will be on March 20.
- Financial Manager Paden-Lilly, Administrative Assistant Ewing, and Office Assistant Ferrell will be in Wenatchee on March 27 to attend a Public Records Act Workshop.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 9:36 a.m.