

BENTON COUNTY FIRE PROTECTION DISTRICT #1  
BOARD OF COMMISSIONERS

Regular meeting of March 3, 2020.

**CALL TO ORDER**

Chairman Jenkins 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 Christenson, Commissioner Jenkins, Commissioner Morris, Fire Chief/District Secretary Click, and Executive Director Paden-Lilly.

**ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

**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 18, 2020. Commissioner Jenkins seconded the motion and the motion passed.

**FINANCIAL REPORT**

**Fund Transaction Details**

Presented to the Board were 2020 transactions #383 through #424. The transactions total \$42,112.63. General Fund \$38,629.82; Hazmat Fund \$10.00; Fire Training Center Operations Fund \$1,632.40, SCBA Fund \$772.00 and FTC Capital/Building Fund \$1,068.41. Commissioner Morris made a motion to approve the vouchers. Commissioner Christenson 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 report was reviewed.

**REPORTS**

**Commissioners**

- Commissioner Christenson attended the seminar in Spokane for Newly Appointed Commissioners, and he felt it was very valuable and learned a lot.

**Fire Chief**

- Chief Click reported that the MPD had a meeting with area EMS Officer's today to review Protocols and to talk about universal precautions that are necessary for EMS responders and the Coronavirus (COVID 19). Chief Click participated in a Fire Defense Committee conference call today and the CDC is changing its direction of trying to isolate the virus to mitigating the virus. They feel it is much more widespread in the US than originally thought. Our agency is taking the necessary precautions to combat the spread of the virus and have increased the amount of N95 face masks that are carried on all apparatus.

- He and Executive Director Paden-Lilly met with Tracy Baker regarding the Public Information Officer position. She has recently taken a new full-time position and is stepping down from the position. Chief Click is looking into all the components associated with that position and working on a possible new model.
- He and Deputy Chief LoParco will be traveling to Chehalis in a few weeks for a prebuild meeting for the Rescue/Breathing Support apparatus.
- He met with MPD Hodges today and he has approved our paramedics and EMT's to respond to medical calls with an engine, until such time as the Department of Health issues the District's transporting license for ambulance response. In the interim, he will have the medic crews respond from Station 120.
- An issue has come up regarding a migrant housing development at Gilbert Orchards off 9-Canyon Road. The Contractor has been unable to get DOH and L&I to sign off on the migrant housing components of the construction, and it appears that the County never issued a building permit. For this location, it would take the Fire District 50 minutes to respond to an emergency. He will continue to follow up on the issue.
- Captain Nicholls continues to work on the two FEMA Grant applications and will get them submitted by the March 13.
- He reviewed the Legislative bills that are currently being monitored by the Washington Fire Commissioners Association.

#### **Deputy Chief**

- Deputy Chief LoParco report that the WSP is working on a remodel of their Crime Lab, which may affect Station 160 with water outages.
- Station 160 needs asphalt repair and he is looking into getting the cracks sealed and some areas cut out and replaced.
- He and Chief Click are working on a duty officer rotation calendar.
- He plans to schedule a Safety Meeting in the next couple of weeks.

#### **Battalion Chief(s)**

- Battalion Chief Gutzmer shared that the Recruit Academy Graduation is scheduled for March 28. Invitations will be going out soon.

#### **Labor**

- Captain Bibe shared that he received approval for two attendees to the Fireops training at Hammer. Commissioner Christenson and Jenkins are interested in attending.

#### **Maintenance Department**

- Maintenance Supervisor Schoenwald reported that the Ladder truck is still being worked on and they plan to start Spring service next. The Westmark engine is still at the repair shop who is waiting for accessory parts for the new motor.
- Mechanic/Firefighter Ball reported that the rescue truck is still out of service waiting for a particular part that is not easily accessible and has to come from the factory.

#### **Other**

- Executive Director Paden-Lilly shared that the Annual Awards Banquet is scheduled for May 16. It will be held at the Three Rivers Convention Center and will be a 1920's Great Gatsby theme.

### **OLD BUSINESS**

#### **Apparatus and Facility Bond Project**

Chief Click gave an update on the Apparatus and Facility Bond project.

- He and Captain Bibe continue to research Ladder truck vendors. One option that has come up is the ability to have one apparatus that functions as both a Ladder truck and Type I engine.

- He is also researching whether Station 150 is the optimum location for a fire station improvement. It may be more beneficial to have a fire station located closer to town in the Cottonwood area, off Badger Road. He has talked to a homeowner at the west end of Cottonwood that is potentially looking to sell their 5-acre parcel along with a 3,000 square foot home and shop. This may be a better option financially, rather than remodeling Station 150 to add living quarters.
- Station 160 could then be remodeled for the administrative staff and the Arrowhead Facility could be sold.

Commissioner Morris made a motion to continue exploring options for moving forward with the apparatus and facility bond project. Commissioner Christenson seconded the motion and the motion passed unanimously.

### **NEW BUSINESS**

There was no new business.

### **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 17.
- The next Hazmat Board meeting will be on March 18.
- Fire Ops 101 training is scheduled for March 19-20 at HAMMER in Richland.

### **ADJOURNMENT**

With no further business to come before the Board the meeting was adjourned at 5:30 p.m.