

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of April 16, 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 Jenkins, Commissioner Morris, Fire Chief/District Secretary Click, and Financial Manager Paden-Lilly.

Chairman Houchin administered the Oath of Office to Commissioner Jenkins.

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 April 2, 2019. Commissioner Jenkins seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2019 transactions #542 through #686. The transactions total \$252,465.53. General Fund \$97,181.14; electronic payroll transfers \$80,816.38; federal payroll tax payment \$28,606.06; retirement systems transfer \$18,233.33; HazMat Fund \$8,534.54; Fire Training Center Operations Fund \$2,284.98; SCBA Fund \$16,777.62 and Joint Agency Fund \$31.48. Commissioner Morris made a motion to approve the vouchers. Commissioner Jenkins 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.

REPORTS

Commissioners, Chief and staff reported the following:

- Chief Click reported:
 - The Southeast Washington Incident Management Team (IMT) Workshop was held last week in Richland; there were approximately 100 attendees.

- The 2018 Fire District Annual Report is complete. Copies were distributed to the Board and will be sent out to all members.
- An update was given on the current Legislative issues being considered.
- He will travel to Hawaii today and will be conducting wildland training to the County of Maui Fire and Public Safety. He will return on April 29.
- Battalion Chief Taylor reported:
 - The seasonal employee interviews are complete; four interviews were conducted.
 - He attended a Regional Safety Officer's meeting.
- Public Information Officer Baker reported:
 - The Kids Fishing Day was last weekend and there was a good turnout.
 - The Kidz Dig Rigz event is scheduled for May 18.
 - The Northwest Power Boat Association has requested the District cover the First Aid Tent during the Mini Boat Races event June 28-30.
- Captain Bibe reported that staff has been working on how best to transition day shift employees over to the 24-hour rotation with minimal impact to staffing and scheduled vacations.
- Captain LoParco and Battalion Chief Gutzmer have begun auditing training records from 2018 to current, ensuring that recruits have met all requirements.
- The Hazmat Board meets on April 24.
- The Safety Committee meets on April 25.

OLD BUSINESS

Seasonal Employees

Chief Click presented the Eligibility List for hiring seasonal wildland firefighters. There were four applicants and three positions to fill. Commissioner Morris made a motion to approve the Seasonal Eligibility List. Commissioner Jenkins seconded the motion and the motion passed with all Commissioners in favor.

NEW BUSINESS

Resolution No. 2019-004; Facilities and Apparatus Replacement Bond

Resolution 2019-004 was presented to the Board to place a bond measure on the August ballot to finance the repairs and upgrades of fire facilities and purchase a replacement apparatus. Commissioner Morris made a motion to sign Resolution No. 2019-004. Commissioner Jenkins seconded the motion and the motion passed.

Resolution No. 2019-005; Levy Lid Lift

Resolution No. 2019-005 was presented to the Board to place a property tax lid lift proposition on the August ballot to maintain the District's full taxing authority. Commissioner Morris made a motion to sign Resolution No. 2019-005. Commissioner Jenkins 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 May 7.
- The Annual Awards Banquet is scheduled for May 4.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 9:32 a.m.