

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of April 5, 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 St. Kennewick, Washington and via Zoom video-conference. In attendance at this meeting were Commissioner Carpenter, Commissioner Couch, Fire Chief/District Secretary Click, Deputy Chief LoParco, and Executive Director Paden-Lilly. Commissioner Jenkins was excused.

ADDITIONS TO THE AGENDA

Tri-Tech Program was added to old business and Annexation and Outstanding Indebtedness 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 March 15 and March 22, minutes as submitted. Commissioner Couch seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2022 transactions #624 through #654. The transactions total \$151,319.35. General Fund \$128,501.46; Hazmat Fund \$716.66; Fire Training Center Operations Fund \$5,909.39; SCBA Fund \$12,871.84 and MPD Fund \$3,320.00. Commissioner Couch 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 EMS and Ambulance Collection Statistics Report was reviewed.

REPORTS

Commissioners

- Commissioner Carpenter attended the Snure Seminar over the weekend in Spokane and it was informative.
- Commissioner Couch attended a workgroup following the regular Special Operations Group meeting. He was disappointed in the amount of progress in the last several years.

Fire Chief

Chief Click reported:

- He provided updated information on the current Legislative Session.
- He attended a meeting with Benton County Emergency Management regarding potential grant funding available through the Department of Homeland Security.

- Two WADNR grants have been submitted; one for PPE Fire Shelters and one for fire equipment.
- He attended a demonstration on the Tyler CAD software.
- He attended a Washington State Fire Defense Committee meeting in Ellensburg.
- He also attended the Snure Seminar over the weekend.

Deputy Chief

- The Safety and Health Committee has identified this month as Backing Awareness Month due to the high number of backing accidents. The committee meets next week and plan to send out flyers and reminders on how to safely back up apparatus.
- The Station 120 Air Compressor has been out of service for several months. The repairs have been complete, and the unit is operable again.

Battalion Chief(s)

Battalion Chief Gutzmer reported that Wildland Recruit Academy begins next Tuesday and will go through the end of May.

Other

Executive Director Paden-Lilly reported that quotes were received for Landscape Maintenance at all facilities, and it was awarded to Evergreen Lawn and Tree Care and quotes were received for HVAC Maintenance and On-Call Repair Services for all facilities and it was awarded to Bruce Mechanical.

OLD BUSINESS

Facility Bond Project

Chief Click reported that the Contractor is completing the final change order items and will begin irrigation and complete landscaping projects as weather permits. A Station 170 Dedication and Open House has been scheduled for July 2.

COVID-19 Impacts

Deputy Chief LoParco reported that there is nothing new to report.

Station 160 Water Supply

Deputy Chief LoParco reported that the project was moving along, but now it has been delayed because of parts manufactured in Russia and Ukraine. The parts are slated for delivery in the middle of May.

BCES Board

Chief Click attended a BCES Board meeting, and the following was discussed:

- SECOMM has 15 vacant Dispatch positions.
- A Grant Writer was approved for Communication equipment.
- Recruitment of a Civilian Director was approved.
- The Strategic Plan.

Tri-Tech Program

Chief Click received a draft agreement from the Director of Tri-Tech. He has forwarded it onto the Board and legal counsel for review.

NEW BUSINESS

IFB22-01 – 3/4 Ton 4x4 Trucks

An Invitation for Bids for the purchase of two staff vehicles closed on March 1, 2022, but no qualifying bids were received. Chief Click will request quotes from local vendors and proceed with the project.

Resolution No. 2022-04; Closure of Bond Funds

Resolution No. 2022-04: Closure of Bond Funds was presented to the Board. After a discussion, Commissioner Couch made a motion to approve Resolution No. 2022-04 closing two Bond Funds that are now expired and transferring remaining funds to the Project Fund. Commissioner Carpenter seconded the motion and the motion passed.

Captains Test

Deputy Chief LoParco reported that the Captain's promotion testing has been completed. The only candidate who passed the testing process is Lieutenant Ryan Chambers, however he does not meet the eligibility requirements. Deputy Chief LoParco requested approval of the Eligibility List for two years, with the understanding that no promotions will be made until all requirements are met. Commissioner Carpenter made a motion to approve the eligibility list. Commissioner Couch seconded the motion, and the motion passed.

Temporary Hire

Chief Click reported that the District has one career employee on short term disability. He is requesting to temporarily hire a volunteer member to fill that spot until the employee returns. Commissioner Couch made a motion to approve temporarily hiring a volunteer member. Commissioner Carpenter seconded the motion and the motion passed.

2021 Pension Participation Certification

The 2021 Pension Participation Certification Form was presented to the Board. Chairperson Couch signed approving the document.

Annexation and Outstanding Indebtedness

Chief Click reported that he requested information from legal counsel regarding outstanding indebtedness for taxable property that has been annexed away from the Fire District. It was recommended to contact the Assessor's Office for further guidance, but to also include language in next year's tax levy resolution requesting that Benton County collect taxes from annexed areas with debt obligations. The Board was in support of contacting the Benton County Assessor regarding the issue.

PUBLIC COMMENT

Firefighter Ivan Zuniga commented on results of the Captain's Test.

EXECUTIVE SESSION

At 4:55 p.m. Commissioner Couch called a 20-minute executive session per RCW 42.30.110 to discuss the performance of a public employee. The announced time of resumption in the open public meeting was 5:15 p.m. The actual time of resumption into the open public meeting was 5:15 p.m.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on April 19, 2022.
- The next SE WA Special Operations Board meeting will be held on April 20, 2022.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:15 p.m.