

BENTON COUNTY FIRE PROTECTION DISTRICT #1  
BOARD OF COMMISSIONERS

Regular meeting of May 7, 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 and Administrative Assistant Ewing. Commissioner Morris and Fire Chief/District Secretary Click were excused due to their attendance at this morning's Benton County Board of Commissioners meeting in Prosser.

**ADDITIONS TO THE AGENDA**

Pro/Con Committee Member Appointment 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 Houchin made a motion to approve the April 16, 2019, minutes as submitted. Commissioner Jenkins seconded the motion and the motion passed.

**FINANCIAL REPORT**

**Fund Transaction Details**

Presented to the Board were 2019 transactions #694 through #743. The transactions total \$43,339.75. General Fund \$33,923.66; electronic payroll transfers \$4,753.35; federal payroll tax payment \$1,736.98; Hazmat Fund \$741.67; Training Center Operating Fund \$1,111.28 and SCBA Fund \$1,072.81. After a discussion, Commissioner Houchin 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.

**Budget Expenditure Report**

The budget expenditure report was reviewed.

**REPORTS**

Commissioners, and staff reported the following:

- Commissioner Houchin reported that the 2018 Annual Awards Banquet was a great success and an enjoyable evening.
- PIO Baker reported;
  - Station 110 is taking an engine to Bethlehem Lutheran School on Thursday to review fire safety.
  - Station 130 is taking an engine to the Kidz Dig Rigz event on May 18.
- Captain LoParco reported that ten people will attend DNR's Central Washington Academy in Naches. The academy includes classroom and field training, a fire camp

setting will be in place to include meals, showers, and camping to help prepare firefighters for living conditions during a Wildland fire assignment.

- Captain Bibe reported:
  - The staff has mitigated all vacation issues and scheduling and plans to transition the day staff employees to 24-hour shift on June 3. The objective was to make sure that captains and lieutenants on each shift are not off on vacation at the same time.
  - He completed Swift Water Rescue training, along with Lieutenant Moore and Lieutenant Chambers, and they are all now certified technicians. Lieutenant Chambers is coordinating the purchase of rescue equipment that is needed and will work with Chief Click, so rescue services can be provided in conjunction with Pasco.
- Administrative Assistant reported the following on behalf of Chief Click:
  - Chief Click and Financial Manager Paden-Lilly submitted ballot propositions to the County last Friday and he completed a live interview with KONA yesterday about the levy and bond.
  - Chief Click met with Benton County Fire Marshall Ken Williams to discuss current construction projects. He also received an update from the Director of Benton County Public Works regarding a planned development with three new subdivisions, to include up to 300 homes to be built within the District.
  - A member of the Benton County Republican Party contacted Chief Click yesterday regarding a proposal concerning the Public Safety Tax. They plan to attend the Benton County Board of Commissioners meeting to request that the Board consider seeking voter approval to add fire districts as a recipient of the Public Safety Tax that currently has a surplus of levied tax funds. Chief Click and Commissioner Morris are attending that meeting today to acquire additional information.
  - There is an issue with the roof on the Arrowhead Building, the parapet around the building has come loose causing a gutter to come loose on the east side of the building. Staff will contact roofing companies this week to have the repairs completed.
  - Request for Quotes to complete the Station 110 and 160 Asphalt Project are due May 17.

## **OLD BUSINESS**

There was no old business.

## **NEW BUSINESS**

### **Pro/Con Committee Member Appointment**

Financial Manager Paden-Lilly received interest confirmation from citizen Scott LoParco to represent the Pro Committee's for Proposition 1 and Proposition 2. There was no response from citizens to serve on the Con Committee. The Committee Rosters along with the statements must be completed and submitted to the Benton County Elections Division by May 24, 2019. Commissioner Houchin made a motion to approve the appointment of Scott LoParco for the Pro Committee. Commissioner Jenkins seconded the motion and the motion passed unanimously.

### **Resident Firefighter Agreement**

Commissioner Houchin made a motion to approve Resident Firefighter Agreement for Kyle Robbins. Commissioner Jenkins seconded the motion and the motion passed unanimously.

### **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 21.
- The next Tri-County Fire Commissioners meeting is May 11 at WWFD#4 Station 41.
- The next EMS Council meeting is June 3.
- The next Safety Meeting is June 20.
- The next Haz Mat meeting is August 21.

### **ADJOURNMENT**

With no further business to come before the Board the meeting was adjourned at 9:22 a.m.