

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of July 5, 2023.

CALL TO ORDER

Commissioner Phillips 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 video-conference. In attendance at this meeting were Commissioner Carpenter, Commissioner Phillips, Fire Chief/District Secretary Click, Deputy Chief LoParco, and Executive Director Paden-Lilly. Commissioner Jenkins arrived at 4:05 p.m.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

CORRESPONDENCE

The correspondence received log and correspondence sent was reviewed.

APPROVAL OF MINUTES

A motion was made by Commissioner Carpenter to approve the regular minutes of June 20, 2023, as presented. A second was provided by Commissioner Phillips, and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2023 transactions #1323 to #1156. The transactions total \$83,379.78. General Fund \$75,301.36; SEWSOG Fund \$6,257.00; Fire Training Center Operations Fund \$1,792.87; and MPD Fund \$28.55. Following a discussion, a motion to approve the vouchers was made by Commissioner Phillips. The motion was seconded by Commissioner Carpenter and the motion passed. 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

Fire Chief

Chief Click reported:

- The Medical Program Director proposal will be discussed at the next Chief's meeting.
- He provided photos of the Type I apparatus being built by Pierce Manufacturing to date.
- He and Deputy Chief LoParco attended presentations on the Tyler CAD system at BCES.
- He attended a BCES Board meeting last week.
- He has been corresponding with the Tri-City Cares Group regarding fire suppression operations in and around windmills.
- An FTC meeting was held last week to discuss the burning building gas retrofit project, converting the Training Tower from wood (Class A) fuels to propane (Class B) fuels for live

fire training. Kennewick Fire Department is interested in using grant funds and taking the lead in soliciting bids. In order to determine whether the District would be exposed to any liability, Chief Click plans to have Attorney Snure review the Fire Training Center Interlocal Agreement.

- In the last two months, there have been many fires; call volumes have increased from 909 last year to 988 this year. The District experienced very few confirmed fireworks fires. Captain Nicholls and Lieutenant Chambers were assigned to the fire in Skamania County.
- He and Captain Nicholls met with the HR representative to review hiring processes, so they can move forward with eligibility list testing.
- The HR representative is in the process of transitioning the policy manual to an online platform powered by Lexipol.
- Following the July 3 mobilization, Benton #2 has a few fire apparatus down. In the meantime, they are using Benton #1's second dozer transport until theirs is returned to service.

Training

Captain Nicholls reported:

- He is working on the eligibility list testing process that begins next week.
- He was in Skamania County for approximately 30 hours with the Type 3 IMT before it transitioned to a Type 2 IMT.

Maintenance

Mechanic/Firefighter Ball reported:

- He was on vacation for a few days, so he has been busy fulfilling station maintenance and supply requests.
- He is installing a portable radio in the maintenance truck.

OLD BUSINESS

Station 160 Admin Office

Commissioner Jenkins requested more information about converting station 160 back to administrative offices. A site plan from 1998, a site plan from 2008, and a proposed site plan for 2023 were provided to the Board. It was decided that Commissioner Carpenter and some staff would take a field trip to the Umatilla Army Depot to see the portable office buildings available for purchase. There was further discussion regarding what the Board would like to see as a long-term solution for the administrative staff and what kind of budget they expect. The Board requested staff to research and report cost estimates associated with both options, remodeling the current Station 160 structure, and moving a portable office onto the property with sitework and foundation work.

NEW BUSINESS

Fire Restitution – County-owned Property

Commissioner Carpenter inquired about billing Benton County for fires that occur on County-controlled property. Chief Click will research the legislation related to restitution billing of a County seat.

PUBLIC COMMENT

There were no public comments.

EXECUTIVE SESSION

Commissioner Jenkins called a 10-minute executive session at 5:10 p.m. per RCW 42.30.140 relating to collective bargaining issues and negotiations. At 5:20 pm the time was extended for 5 minutes. The meeting was called back to order at 5:25 p.m.

ANNOUNCEMENTS

- A special Board of Commissioner meeting will occur on July 14.
- The next Board of Commissioner meeting will occur on July 18.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:25 p.m.