

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of July 7, 2020.

CALL TO ORDER

Vice-chairman Morris called the virtual regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order at 4:00 p.m. via Zoom video-conference. In attendance at this meeting were Commissioner Christenson, Commissioner Morris, Fire Chief/District Secretary Click, Deputy Chief LoParco, and Executive Director Paden-Lilly. Commissioner Jenkins was excused.

ADDITIONS TO THE AGENDA

Ambulance #2, Station Sandblasting, and Station 170 Microwave Agreement 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 Christenson made a motion to approve the June 16, 2020, minutes as submitted. Commissioner Morris seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2020 transactions #1199 through #1254. The transactions total \$97,881.41. General Fund \$90,552.05; Fire Training Center Operations Fund \$1,306.64; SCBA Fund \$2,066.24; and Bond Project Fund \$3,956.48. Commissioner Christenson made a motion to approve the vouchers. Commissioner Morris 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.

REPORTS

Commissioners

- Commissioner Christenson reported on the June 17 Hazmat Board meeting and the June 30 Hazmat special operations workshop. The Hazmat Board reviewed the Special Operations Framework bullet paper that was drafted to assist in transitioning the Hazmat Team to the Quad-County Special Operations response model. A workshop was held in order to discuss and refine the bullet paper, so that it can be submitted to the Board along with establishing sub-committees for updating the Bylaws and addressing the fee structure. The City Fire Chiefs will then meet with their Union representatives to discuss the final concept. The next Hazmat Board meeting is July 15 at 1:30 p.m.

Fire Chief

- Chief Click reported that Monday, July 6 at 7:30 a.m., the Fire District transported the first EMS patient in Medic 1126. There have been five more medical responses since.
- The news media did a story on the Fire District's new ambulance service and the addition of Station 170.
- The 4th of July weekend was very active. There was an increase in fireworks, however, incidents were down significantly.
- He met with two contractors regarding modifications that will need to be made before the administrative staff can move from Station 140 into the second living quarters at the Station 170 property.
- He is working with a realtor to advertise the Arrowhead Facility for sale on the commercial market.
- He participated in a Fire Defense Committee call two weeks ago; there is a lot of discussions being held regarding fire camp and how to protect personnel from COVID-19.
- He met with Kennewick Fire Department's Chief Michael regarding impacts resulting from the Fire District's ambulance transport program.

Deputy Fire Chief

- Deputy Chief LoParco reported that the crews have been focused on training and staffing as the Fire District transitions to ambulance transporting.

Training Captain

- Captain Nicholls reported that about 90% of all District members have completed requirements needed and have been issued Incident Qualification Cards (red cards.)
- He helped facilitate annual Wildland fuels reduction at Fire Stations 120, 150, and 170 by mowing the fields. The crew from Station 150 assisted with the project.
- He continues to adjust training needs due to COVID-19 mandates, by allowing members to train via self-study. The Fire Training Center is open for single engine company training with five or less members.
- The asphalt crack-seal project has been completed at the Fire Training Center.
- Recruit testing begins on July 25 starting with physical agility testing; the written test will be on July 28 and 29. We currently have 10 applicants.

Maintenance Department

- Station 130 reported a sewer problem and Roto-Rooter was called out for repair.

Other

- Executive Director Paden-Lilly reported that an emergency repair was done to Station 160's apparatus bay door. Overhead Doors made the repairs.

OLD BUSINESS

COVID-19 Impacts

Deputy Chief LoParco reported that the Fire District continues to follow social-distancing mandates. Captain Henderson completed an inventory of PPE supplies; the District has a six-month supply on hand.

Apparatus and Facility Bond Project

Facility Project

The Station 170 property purchase closed on June 26. Chief Click is working with the architect and the A&E contract has been sent to Attorney Snure for review.

Survey and Geotechnical Engineering Contracts

The following service contracts were submitted to the Board for approval:

- Rogers Surveying, Inc., P.S. - Surveying Proposal – Topographic & Boundary – Lot I Short Plat 2527.
- Shannon & Wilson Geotechnical & Environmental Consulting - Geotechnical Engineering Services

After a discussion, Commissioner Christenson made a motion to authorize Chief Click to sign the contracts for these services. Commissioner Morris seconded the motion and the motion passed.

Apparatus Project

Chief Click and Captain Bibe met with Pierce Manufacturing last week to approve cad drawings and specifications for the ladder truck. It is locked into production and coming in 2021.

NEW BUSINESS

BC Public Works Letter

Chief Click received an email from Benton County Public Works regarding the Badger Road – Interstate 82 Roundabout and Pathway Project. They are seeking grant funding for this project and have asked the Fire District to write a letter in support of this project. Chief Click presented a draft letter of support. After a discussion, Commissioner Christenson made a motion to approve and send the letter of support. Commissioner Morris seconded the motion and the motion passed.

Policy 0600 – Employment Practices

Chief Click presented revised Policy 0600 – Employment Practices to the Board for review. After review and discussion, Commissioner Christenson made a motion to approve Policy 0600 – Employment Practices and Commissioner Morris seconded the motion. The motion passed unanimously.

Resolution 2020-04; Surplus of Property

Resolution No. 2020-04 was presented to the Board. The resolution authorizes the sale or disposal of listed surplus property. After a discussion, Commissioner Morris made a motion to sign the resolution and Commissioner Christenson seconded the motion and the motion passed.

Forgiveness of Debt

The Fire District has received a request of financial hardship. The individual is requesting forgiveness of debt relating to fees assessed for on-scene emergency medical services. After review and discussion, Commissioner Morris made a motion to forgive the debt for patient 2019-1262. Commissioner Christenson seconded the motion and the motion passed.

Resident Firefighter Agreement

Resident Firefighter Agreement for Ryley Matheny was presented to the Board for review. Commissioner Morris made a motion to approve the Resident Firefighter Agreement and Commissioner Christenson seconded the motion and the motion passed.

Ambulance #2

Chief Click presented a proposal from Braun NW, Inc. for a 2020 North Star Type I Module Ambulance, based on the same specifications of Medic 1126. The cost is \$152,245, plus taxes if purchased through HGACBuy Cooperative. After a review and discussion, Commissioner Morris made a motion to award the purchase of the Type I ambulance and authorize Chief Click to enter

into a contract agreement with Braun NW, Inc. through HGACBuy Cooperative. Commissioner Christenson seconded the motion and the motion passed.

Station Sandblasting

Chief Click presented a quote from Evergreen Eco Blasting, LLC for bay floor striping removal at five fire stations. The cost is \$17,316, plus taxes. After a discussion, Commissioner Christenson made a motion to authorize Chief Click to enter into a contract agreement with Evergreen Eco Blasting, LLC for bay floor striping removal. Commissioner Morris seconded the motion and the motion passed.

Station 170 Microwave Agreement

Executive Director Paden-Lilly presented a service agreement from Devfuzion to provide 100 Mbps microwave internet services. After a discussion, Commissioner Morris made a motion to authorize Executive Director Paden-Lilly to enter into a contract agreement with Devfuzion to provide microwave internet services. Commissioner Christenson seconded the motion and the motion passed.

PUBLIC COMMENT

There was no public comment.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on July 21.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:08 p.m.