

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of September 19, 2023.

CALL TO ORDER

Commissioner Jenkins called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order in-person and via video-conference at 4:00 p.m. at 1811A S. Ely St. Kennewick, Washington. In attendance at this meeting in-person were Commissioner Carpenter, Commissioner Jenkins, Commissioner Phillips, Deputy Chief LoParco, and Executive Director Paden-Lilly. Fire Chief/District Secretary Click was absent due to an Incident Management Team assignment in Oregon.

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 special minutes of August 29, 2023, and the regular minutes of September 5, 2023, as presented. A second was provided by Commissioner Jenkins, and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2023 transactions #1811 to #1955. The transactions totaled \$296,468.23. General Fund \$69,881.11; electronic fund transfers \$140,672.40; federal payroll tax payment \$48,627.68; retirement systems transfer \$29,077.52; WA Support Registry \$1,009.00; Special Operations Fund \$660.58; Fire Training Center Operations Fund \$577.32; TCRA Fund \$646.22; SCBA Fund \$5,124.98 and MPD Fund \$191.42. Commissioner Carpenter made a motion to approve the vouchers. Commissioner Phillips seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

Budget Revenue and Expenditure Reports

The budget revenue and expenditure reports were reviewed.

REPORTS

Deputy Chief

Deputy Chief LoParco reported:

- Chief Click will return from the Camp Creek fire in Oregon on Thursday.
- In the next couple of weeks, staff will travel to Yakima to inspect the water tender refurbishment work.
- It is expected that Chief Click's staff truck will be completed soon. After all the new staff vehicles are put into service, two will be available for sale and one will remain in the fleet as a reserve.

Training

Captain Nicholls reported:

- Saturday marked the first hands-on training day for this session of recruit school. Five agencies were represented, and everything is going well.
- He is preparing the budget for the District's training and for the Fire Training Center for 2024.

Labor

It was reported by Vice-President Bibe that meeting dates were being established for the negotiation process.

Maintenance Department

Firefighter/Mechanic Ball reported that he attended the mechanics conference last week and is working on pump testing this week.

Other

Executive Director Paden-Lilly presented information provided by CSD Attorneys at Law regarding invoices and charges related to the corrections made to the Memorandum. Following a review of their billing history and explanation of the misunderstanding, she recommends that payment for Invoice #117885 be made to them.

OLD BUSINESS

Station 160 Remodel

Executive Director Paden-Lilly and Deputy Chief LoParco reported that the staff has completed its research into modular office structures, sitework costs, and prevailing wage rates. The presentation contained details regarding construction costs and prevailing wages associated with two types of buildings: a 2,680 square foot modular structure and a 3,000 square foot steel building. In today's context, it is possible to acquire modular and/or steel frame buildings within budgetary constraints. However, construction costs, coupled with prevailing wages, far exceed budget expectations.

It is the staff's belief that remodeling the 1,450 square foot facility is of utmost importance to better accommodate administrative employees and increase overall efficiency. To conclude, in the face of growing inflation constraints, the staff strongly recommends remodeling this facility and feels it is the optimal course of action.

After a discussion, Commissioner Jenkins made a motion to remodel the Station 160 facility to accommodate administrative staff offices. The motion was seconded by Commissioner Phillips. After further discussion, Commissioner Jenkins and Commissioner Phillips voted in favor of the motion. It was opposed by Commissioner Carpenter.

NEW BUSINESS

Resident Firefighter Agreements

Resident Firefighter Agreements for Matthew Wallen and Julian Vasquez were submitted to the Board for review. Commissioner Phillips made a motion to approve the Agreements. Commissioner Carpenter seconded the motion and the motion passed.

Station 120 Logo

Station 120 members have designed a station-specific logo and have requested Board approval. Members would like to wear this logo on t-shirts as a sign of pride. The logo was approved by the Board.

PUBLIC COMMENT

No comments were received from the public.

EXECUTIVE SESSION

Commissioner Jenkins called a 10-minute executive session at 4:50 p.m. per RCW 42.30.110(l)(i) to discuss litigation, potential litigation, or enforcement actions with legal counsel. The meeting was called back to order at 5:00 p.m.

ANNOUNCEMENTS

The next Board of Commissioner meeting will be on Tuesday, October 3 at 4:00 p.m.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:00 p.m.