

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of April 18, 2023.

CALL TO ORDER

Chairperson Jenkins called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order at 4:06 p.m. at 1811A S. Ely St. Kennewick, Washington and via Zoom video-conference. In attendance at this meeting were Commissioner Carpenter, Commissioner Jenkins, Fire Chief/District Secretary Click, Deputy Chief LoParco, and Executive Director Paden-Lilly.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

CORRESPONDENCE

The correspondence received log and correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Carpenter made a motion to approve the March 21, 2023, minutes as submitted. Commissioner Jenkins seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2023 transactions #643 to #845. The transactions totaled \$465,192.83. General Fund \$197,740.59; electronic fund transfers \$134,297.78; federal payroll tax payment \$46,841.97; retirement systems transfer \$29,026.66; WA Support Registry \$1,291.00; Special Operations Group Fund \$53,230.80; Fire Training Center Operations Fund \$2,514.04; SCBA Fund \$184.79, MPD Fund \$65.20. Commissioner Carpenter 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 Revenue and Expenditure Reports

The budget revenue and expenditure reports were reviewed.

REPORTS

Commissioners

Commissioners Carpenter attended the EMS Council meeting.

Fire Chiefs

Chief Click reported:

- One of the Ford trucks on order has arrived at the dealership in Prosser. Over the weekend, he signed the paperwork and inspected it. Production of the second truck is underway, and it is expected to arrive by mid-May.
- He and Executive Director Paden-Lilly are working on updating the 5-Year Plan and developing a 20-Year Capital and Facilities Plan.

- He attended a Fire Cooperators (Federal, State, and Local Fire Agencies) meeting in Dayton on April 11.
- On April 14, he attended a meeting in Connell to discuss Southeast Washington Communication Centers (SeCOMM) annual dispatch service assessment formula with Franklin County Fire Chiefs and the Director of Benton County Emergency Services (BCES).
- He participated in the assessment of the Southeast Washington Special Operations Group (former Hazmat Group). After the assessment, the agency will give the Group a recommendation regarding combining with special operations.
- The Incident Management Team (IMT) Regional Meeting is taking place this week in the Tri-Cities.
- He reviewed the bills still being considered by state legislatures.

Deputy Chief LoParco

Deputy Chief LoParco reported that Station 120 has been experiencing issues with their septic system. The engineered system had some issues which have been fixed.

Battalion Chief(s)

Battalion Chief Gutzmer reported that Lieutenant Masha Sells has started wildland academy for the season. It will continue through the middle of May.

Training

Captain Nicholls has been out of the office for the last two weeks for vacation and training. He reviewed upcoming training that will take place at the Fire Training Center (FTC).

Maintenance Department

Mechanic/Firefighter Ball reported on the apparatus he has been working on and what is planned for service.

OLD BUSINESS

Commissioner Position #1

A special meeting was held prior to this meeting to allow the Commissioners to evaluate the candidate qualifications for appointment to elective office. After a discussion, Commissioner Jenkins made a motion to appoint Trevor Phillips as Commissioner Position #1 to fill the unexpired vacancy of Commissioner Gregg Couch. Commissioner Carpenter seconded the motion and the motion passed.

Policy 4500; COVID-19 Vaccination Requirement

Washington State Governor Proclamation 21-14; COVID-19 Vaccination Requirement has been rescinded and terminated. After a discussion, Commissioner Carpenter made a motion to cancel Benton County Fire District #1 Policy 4500 and it shall be deleted from the accumulated body of Policies and Procedures. Commissioner Jenkins seconded the motion and the motion passed.

NEW BUSINESS

Surplus Fire Hose

Commissioner Carpenter asked if the District had surplus hose that could be donated to the Corps of Engineers. Chief Click reported that there is surplus hose available. However, he would like to see that some sort of Fire Suppression Agreement is made with the Corp of

Engineers as the Fire District is never reimbursed for fire suppression services that occur on their property. Although the Fire District does not receive any funds from the Payment in Lieu of Taxes (PILT) made to Benton County each year, the Corp of Engineers believes that it should cover that cost. Chief Click will contact the Benton County Commissioners to verify if these funds should be distributed to emergency services.

Resolution No. 2023-03; Surplus of Property

Resolution No. 2023-03 was presented to the Board. The resolution authorizes the sale or disposal of listed surplus property. Commissioner Carpenter made a motion to sign the resolution and Commissioner Jenkins seconded the motion. All Commissioners voted in favor of the motion.

Level II Water Tender Refurbishment

One bid was received for Level II Water Tender Refurbishment from Cascade Fire and Safety for \$92,700. After a discussion, Commissioner Carpenter made a motion to award the project to Cascade Fire and Safety and allow the staff to enter into a contract with them. The motion was seconded by Commissioner Jenkins and the motion passed.

PUBLIC COMMENT

No comments were received from the public.

EXECUTIVE SESSION

Commissioner Jenkins called a 15-minute executive session at 4:55 p.m. per RCW 42.30.110(1)(g) to discuss the performance of a public employee. At 5:10 pm the meeting was extended for 5 minutes. The meeting was called back to order at 5:15 p.m.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on May 2 at 4:00 p.m.

ADJOURNMENT

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