

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of January 17, 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 at 4:00 p.m. at 1811A S. Ely St. Kennewick, Washington and via Zoom video-conference. In attendance at this meeting were Commissioner Carpenter, Commissioner Couch, Commissioner Jenkins, Fire Chief/District Secretary Click, Deputy Chief LoParco, and Executive Director Paden-Lilly.

ADDITIONS TO THE AGENDA

Board meeting date change was added to new business.

CORRESPONDENCE

The correspondence received log and correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Couch made a motion to approve the January 3, 2023, minutes as submitted. Commissioner Carpenter seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2022 transactions #2686 through #2708 and 2023 transactions #16 to #136. The 2022 transactions total \$33,730.38. General Fund \$31,179.59; Hazmat Fund \$513.06; Fire Training Center Operations Fund \$202.73; SCBA Fund \$1,815.30, and Joint Agency Fund \$19.70. The 2023 transactions total \$293,382.13. General Fund \$88,806.57; electronic fund transfers \$127,928.74; federal payroll tax payment \$46,072.59; retirement systems transfer \$28,479.62; WA Support Registry \$1,291.00; Fire Training Center Operations Fund \$562.72; and Joint Agency Fund \$240.89. Commissioner Couch made a motion to approve the vouchers. Commissioner Carpenter 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

Fire Chief

Chief Click reported:

- He was informed by the sales representative at Cascade Fire in Medford, Oregon that Ford Motor Company had changed its fleet purchasing policy limiting the purchase of one vehicle at fleet pricing per agency. We will receive a revised quote for this change order from Cascade Fire Equipment Company, in accordance with NPPGov Cooperative Purchasing Contract PS20010. He reached out to Tom Denchel Ford regarding the two F250's on order as fleet vehicles and is waiting to hear from the sales representative.

- Station 120 was visited by a property owner within the Fire District who dropped off his business card and a map of a 5-acre property he would like to donate to the Fire District. He will follow up with the property owner.
- A leak was discovered near the temporary administrative office located on station 170's property on January 5. Water was shut off and vendors were called in to repair the problem.
- Last week, he met with the newly appointed Garfield County Fire Chief in Pomeroy.
- Earlier today, he spoke with an employee on disability leave. The medical staff at L&I are just now evaluating him. By the end of the month, he should know more about the claim.
- He reviewed the legislative bills that are currently being monitored by the Washington Fire Commissioners Association.

Deputy Chief

Deputy Chief LoParco reported:

- He continues to work with Procurement and Administrative Coordinator Ewing on the water tender refurbishment specifications.
- Officers have begun the 2023 evaluation process with crews.
- Nutrien may be interested in donating funds for the purchase of a new compressor. He will get in touch with them.
- He is starting to work with Vector Solutions on a web platform for staffing, scheduling, and timecards. It is expected that the transition to the program will take place this year.

Battalion Chief(s)

Battalion Chief Gutzmer reported:

- The IFSAC FFI rescheduled test will take place this Saturday at Walla Walla #5 with 30 participants.
- Recruit Academy is currently in the middle of hazmat awareness and operations.

Training

Captain Nicholls reported:

- He attended a Tri-Tech Advisory Committee.
- He is reviewing and tidying up training records to ensure that all members are current on their credentials.
- The Training Captains have been planning for classes to be held at the Fire Training Center in 2023.
- A repair has been identified for the fire protection system at Station 160 following extensive research. A part has been ordered, and it should be operational shortly.

Maintenance Department

Chief Click reported that Engine 1111 (#165) has experienced block pressure build up that has forced oil out of the dip stick hole. Firefighter/Mechanic Ball will begin researching the problem.

OLD BUSINESS

Benton PUD Tort Claim

Commissioner Carpenter requested to review all correspondence regarding the Benton PUD Tort Claim. In reviewing the documents, he found it odd that the Benton PUD completed the vehicle repair in June but did not submit the claim until December.

NEW BUSINESS

Board Meeting Date Change

Due to a conflicting meeting, the administrative staff requested to change the regular board meeting from February 7, 2023, to February 8, 2023. The Board was in favor of changing the date.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

Commissioner Couch called a 20-minute executive session at 4:40 p.m. per RCW 42.30.110 (1) (i) to discuss with legal counsel matters relating to a current or potential litigation. The Executive Session was continued at 5:00 p.m. for an additional 10 minutes. The meeting was called back to order at 5:10 p.m.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on February 8, 2023, at 4:00 p.m.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:10 p.m.