

**BENTON COUNTY FIRE PROTECTION DISTRICT #1**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING AGENDA**  
Tuesday, April 16, 2024, 4:00 pm

**1. CALL TO ORDER**

Commissioner Carpenter 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 4:01 p.m. at 1811A S. Ely St. Kennewick, Washington. In attendance at this meeting in-person were Commissioner Carpenter, Commissioner Jenkins, Commissioner Phillips, Fire Chief Click, and Finance Manager Alba.

**2. ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

**3. CORRESPONDENCE**

The correspondence received log and correspondence sent was reviewed.

**4. APPROVAL OF MINUTES**

Commissioner Jenkins made a motion and Commissioner Phillips seconded the motion to approve the regular minutes of March 19, 2024, as presented. The motion passed unanimously.

**5. FINANCIAL REPORT**

**a. Fund Transaction Details**

Presented to the Board were 2024 transactions #685 to #828. The transactions total \$357,473.76. General Fund \$345,422.73 and the Custodial Funds \$12,051.03. Commissioner Jenkins 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.

**b. Budget Revenue and Expenditure Reports**

The budget revenue and expenditure reports were reviewed.

**6. REPORTS**

**• Commissioners**

Commissioner Carpenter reported that he attended the EMS Council Meeting on Monday.

Commissioner Phillips reported that he is working with Mechanic FF Ball to get one or two backup generators from FEPP for the District.

- **Fire Chief**

Chief Click reported the following:

1. Agreement moving with USFWS.
2. MOU updated with City of Kennewick for FTC capitol project. (Burn prop to LPG)
3. SE Washington Cooperator meeting in Dayton with USFS, WA DNR, ODF, LaGrande Dispatch, Walla Walla Co. EMD, Columbia Co. EMD, Asotin Co EMD, NWS Pendelton, Umatilla County Fire#1, Walla Walla County Fire #4 and #8, Columbia County Fire #3, Garfield County Fire#1.
4. Strategic Advisory Team meeting in Richland. Update on Microwave project and VHF radio project. FEMA AFG grant submitted for radios. Talk about BCES ILA reopening again for 800 mhz. and funding model.
5. Engine inspection in Florida Week of May 13<sup>th</sup>, contracted driver to deliver.
6. Local Chiefs meeting with lots of discussion on the radio system and the migration to 800 mhz.
7. SOWSOG workshop April 15<sup>th</sup> to finalize direction of group on HazMat.

- **Deputy Chief**

Captain Nicholls reported the following on behalf of Deputy Chief LoParco:

1. Next Safety and Health meeting is April 22 at 1800 at the FTC.
2. Station 160 Survey was done yesterday.
3. Deputy Chiefs are working on several projects, DO/DC task books, archiving and updating regional agreements, updating criteria based dispatching.
4. The water tender should be done the end of April, it is in for graphics now. There was more body work than anticipated.
5. The Kids Fishing Event is Friday at 1300 and Saturday at 0700 in Columbia Park.
6. We had the initial 5 Tuesday Trainings, and it was well received by those that attended. Now we need to move into the refresh and maintenance stages. We have implemented a PMAT SHOUT OUT that allows members to recognize those that have added value or demonstrated a positive attitude or teamwork. It is going well and members like seeing the daily reminders. We will be doing some more work with Isaac Butts but more to follow on that.

- **Battalion Chiefs**

Battalion Chief Gutzmer reported that wildland academy started, and the new recruits are getting fitted for PPE this Saturday.

- **Training**

Captain Nicholls reported the following:

1. Was on vacation first week of April, missed the first meeting of the month.
2. Natural Cover Fire on Sunday the 7<sup>th</sup>, along the river south of Finley. Approximately 50 acres in a difficult to access area. Investigation pointed to likely cause being railroad in the area.

3. Residential structure fire in Finley on Tuesday evening the 9<sup>th</sup>. Water supply was an issue. House was not occupied, and there were no injuries.
  4. Officer meeting on Tuesday the 9<sup>th</sup>. Had to leave due to house fire. Good conversation on the desire from the officers on what they want to hear/see at those meetings in the future.
  5. Type 3 Incident Management Team IC meeting on Tuesday the 9<sup>th</sup>. I have been selected as one of the regional team Incident Commanders. We are planning team training in the May timeframe.
  6. Tri-Tech Fire Program advisory meeting on Wednesday the 10<sup>th</sup>. Program has 120+ applicants for next school year, largest applicant pool ever. Faculty will be going through applications to bring the number of students down to a manageable level. There will be 12 returning 2<sup>nd</sup> year students, of which 3 will go through our academy as part of the Work Based Learning Program.
  7. Friday the 12<sup>th</sup>, Tri-Tech students participated in the wildland hands-on training at ST160 as part of their regular curriculum.
  8. UTV training was held at ST160 on Thursday the 11<sup>th</sup> and Saturday the 13<sup>th</sup>. This is part of the overall dozer program to help qualify individuals as swampers.
  9. Wildland recruit school started on the 9<sup>th</sup>. Several new members and a few returning from fall academy.
  10. FTC tower project is at a stand-still until approval by the COK council meeting on May 7<sup>th</sup> at which time we anticipate approval to award the bid.
- **Maintenance**  
Mechanic/FF Ball reported that he is finishing up wildland maintenance on apparatus.

## **7. OLD BUSINESS**

### **a. Columbia Basin Dive Rescue Building**

There was a discussion about why the District pays for propane to heat the Dive Rescue Building. After a brief discussion, no action was initiated by the board.

## **8. NEW BUSINESS**

There was no new business.

## **9. PUBLIC COMMENT**

There was no public comment.

## **10. EXECUTIVE SESSION**

There was no executive session.

## **ANNOUNCEMENTS**

- The next Board of Commissioner meeting will be on Tuesday, May 7 at 4:00 p.m.
- The Annual Awards Banquet is scheduled for April 20.

- Brian Snure Video Legal Updates on April 19.

**ADJOURNMENT**

With no further business to come before the Board the meeting was adjourned at 4:38 p.m.

Approved by:

Submitted by:

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Scott E. Carpenter, Board Chair

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Lonnie E. Click, District Secretary