

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS
MEETING MINUTES
Tuesday August 6, 2024 – 6:00 PM

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 6:00 p.m. at 1811A S. Ely St. Kennewick, Washington. In attendance at this meeting in-person were Commissioner Carpenter, Commissioner Jenkins, Fire Chief/District Secretary LoParco, CEO Click, and Executive Director Ewing. Commissioner Phillips was excused.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

CORRESPONDENCE

The correspondence received and sent was reviewed.

APPROVAL OF MINUTES

Commissioner Jenkins made a motion to approve the regular minutes of July 16, 2024, as amended. Commissioner Carpenter seconded the motion, and the motion passed unanimously.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2024 transactions #1523 to #1573. The transactions totaled \$201,601.56. General Fund \$199,972.70 and Custodial Funds \$1,628.86. Commissioner Jenkins 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 Report

The Budget Revenue and Expenditure Report was reviewed.

EMS Report

The EMS Report was reviewed.

EMS Quarterly Report

The EMS Quarterly Report was reviewed.

REPORTS

Commissioner Carpenter reported that he attended the EMS Council meeting, and they accepted the District's request to terminate the MPD Assistant Host Agreement once Dr. Hodges finds a replacement.

Chief Executive Officer Click reported:

- He recently returned from a 16 day fire assignment on the Pioneer fire. Another crew is currently there, and he may return next week. His team comes back up on Sunday and he will be leaving on Tuesday.
- The District missed the bid for the Pierce trucks yesterday by seven minutes. He continues working with Marty at Hughes and hopes to secure two trucks when they become available in September. Another truck is available, but it has a high hose bed.

Fire Chief LoParco reported:

- He and Derek will travel to Yakima next week to inspect the truck refurbishment project.
- The District received the septic permit for the administrative building project. He has signed off on the building specifications, and construction has begun offsite.
- Training Captain Bibe has moved into the FTC, and Deputy Chief Nicholls has moved to the administrative office at Station 170. Administrative Assistant Ferrell will finish moving into the administrative office at Station 170 next Monday.

Training Captain Bibe reported:

- He has moved into the FTC and is adapting to his new position with assistance from Deputy Chief Nicholls.
- The District has interviewed 12 new recruits and will interview one more on Thursday.

Maintenance**FF/Mechanic Ball reported:**

- Once Station 130 returns from the mobilization assignment, he will place the two Type 5 apparatus in service.

OLD BUSINESS**Lineage Logistics**

Fire Chief LoParco shared a letter sent to Lineage Logistics by the Benton Franklin Department of Health, Benton County Commissioners, and Benton County Fire District #1, requesting a comprehensive sampling plan. Chief LoParco emphasized that signing the letter supports the future health and safety of the community.

Vacant Positions

Chief LoParco informed the Board that the recruiting process for the Office Assistant position has been completed, and Sandra Quesenberry has been hired. Sandra, who currently works for the City of Kennewick performing similar duties, will start with Benton 1 on August 19 and will be stationed at the FTC.

NEW BUSINESS**Support Service Application**

A Support Services application from Sierra Pudroschi was presented to the Board for review. Commissioner Jenkins made a motion to approve the Support Service application submitted. Commissioner Carpenter seconded the motion, and the motion passed unanimously.

Resolution 2024-14 Authorizing the Sale of Surplus District Vehicles

Resolution 2024-14 Authorizing the Sale of Surplus District Vehicles was presented to the Board for the following items:

- 118 - 2001 Utility Trailer VIN - LN2UT11141J000572
- 151 - 1993 Yamaha ATV 4x4 Big Bear VIN - JY43HWNW05PA107963
- 156 - 1989 8' Utility Trailer VIN - LCAUS0817KT065312
- 184 - 1994 10' Custom Made Utility Trailer VIN - N/A
- 188 - 1998 Arctic Cat ATV 4x4 VIN - 40FACAT71WT0330S1

After a brief discussion, Commissioner Jenkins made a motion to approve Resolution 2024-14, Authorizing the Sale of Surplus District Vehicles at a public auction as submitted. Commissioner Carpenter seconded the motion, and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Carpenter called a 10-minute executive session at 6:34 p.m. per RCW 42.30.110(1)(g) to discuss the performance of a public employee. The meeting was called back to order at 6:43 p.m.

PUBLIC COMMENT

There was no public comment.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on Tuesday, August 20 at 6:00 p.m.
- The Tri-County Fire Commissioners Association Meeting will be on August 10 at Fire Station 420.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 6:44 p.m.

Approved by:

Submitted by:

Scott E. Carpenter, Board Chair

P. Scott LoParco, District Secretary