

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of March 19, 2024.

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 4:00 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/District Secretary Click, Deputy Chief LoParco, Executive Director Paden-Lilly and Finance Manager Alba.

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 Jenkins to approve the regular minutes of March 5, 2024, as presented. A second was provided by Commissioner Phillips, and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2024 transactions #473 to #626. The transactions total \$326,945.51. General Fund \$75,252.88; electronic fund transfers \$144,643.36; federal payroll tax payment \$54,497.89; retirement systems transfer \$40,243.84; WA Support Registry \$1,009.00; SEWSOG Fund \$957.65; FTC Operations Fund \$6,139.62; and MPD Fund \$4,201.27. Commissioner Phillips 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.

EMS Report

The EMS and Ambulance Collection Statistics Report was reviewed.

REPORTS

Commissioners

Commissioners Carpenter, Commissioner Jenkins and Chief Click attended the Southeast Washington Fire Commissioners Association meeting in Dayton.

Fire Chief

Chief Click reported:

- He shared photos of the new Pierce fire apparatus that is being constructed in Florida.
- A Hughes Manufacturing representative met with him and discussed the cost of new Pierce fire apparatus. There has been a significant increase in costs over the past year, especially since Cummins motors cost \$100,000 more than they did last year.
- He, Deputy Chief LoParco and Captain Nicholls met with a social services representative to discuss the possibility of having a contract for services related to mental health and peer support for our members.
- He and Deputy Chief LoParco met with Medical Program Director Dr. Hodges to discuss the status of our EMS program. There will always be a need for this EMS training provided by the MPD because of the turnover among volunteer members.
- He attended a special BCES Board Meeting to approve the amended Interlocal Agreement.
- Captain Nicholls has been approved as a Type 3 Incident Commander following a review by the wildland peer committee. Congratulations Captain Nicholls!
- He participated in a joint zoom Incident Commander/Agency Coordinator meeting.

Deputy Chief

Deputy Chief LoParco reported:

- He has been working on the OSHA 300 report and updating facility safety boards.
- Franklin #3 has advised that they will not be able to take over as host agency for the SEWSOG Group.

Battalion Chief(s)

Battalion Chief Gutzmer provided a Recruit Academy update. Lieutenant Sells is working on the draft calendar with an expected start date of April 9 for Wildland Academy

Training

Captain Nicholls reported:

- Two bids were received from local contractors for the modification of the training tower. The Fire Training Center staff will meet next week to review the specifications in detail and determine an awardee.
- He submitted a final payment request to WADNR for the remaining funds available from last year's grant that was received.
- Captain Henderson and Office/MPD Assistant Ferrell are in Las Vegas this week for the EMS/Ambulance Conference.

Maintenance

An update on apparatus maintenance was provided by Mechanic/Firefighter Ball.

OLD BUSINESS

Administrative Office

Deputy Chief LoParco and Procurement and Administrative Coordinator Ewing provided an update on the Mobile Modular contract through Sourcewell Contract Purchasing. In order to proceed with the project, the civil engineer must obtain the necessary permits and prepare the site. To achieve this, a Purchase Order will need to be given to Knutzen Engineering.

Following a discussion, Commissioner Phillips made a motion to authorize Deputy Chief LoParco to sign the purchase order for the civil engineering work to begin. Commissioner Jenkins seconded the motion, and it was unanimously approved.

NEW BUSINESS

Employee Contracts

It was decided to table this item until the next Board meeting following the executive session.

Resolution 2024-01; Surplus Property

Executive Director Paden-Lilly presented Resolution No. 2024-01; Surplus of Property was presented to the Board. The resolution authorizes the sale or other lawful disposal of listed surplus property. Commissioner Jenkins made a motion to sign the resolution and Commissioner Phillips seconded the motion. All Commissioners voted in favor of the motion.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

Commissioner Carpenter called a 10-minute executive session at 4:35 p.m. per RCW 42.30.110(1)(g) to discuss the performance of a public employee. The Executive Session was continued at 4:45 p.m. for an additional 5 minutes. The meeting was called back to order at 4:50 p.m.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on Tuesday, April 2 at 4:00 p.m.
- The Annual Awards Banquet is scheduled for April 20.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 4:50 p.m.

Approved by:

Submitted by:

Scott E. Carpenter, Board Chair

Lonnie E. Click, District Secretary