

BENTON COUNTY FIRE PROTECTION DISTRICT #1

BOARD OF COMMISSIONERS

MEETING MINUTES

Tuesday, August 19, 2025

CALL TO ORDER

Commissioner Phillips called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order in-person and via videoconference at 6:01 p.m. at 144610 E. Law Lane, Suite D, Kennewick, Washington. In attendance at this meeting in-person were Commissioner Carpenter, Commissioner Jenkins, Commissioner Phillips, Chief LoParco, Deputy Chief Nicholls, Captain Bibe, Mechanic/Firefighter Ball, Matthew Martens, Admin. Assist Misty Ferrell, Finance Manager Christie Brown, Secretary/Attorney, Heidi Ellerd, Travis Wakefield and Ashton Schutz.

The District provided a link for interested parties to participate through Zoom. Chief LoParco, Travis Wakefield and Ashton Schutz attended via videoconference.

ADDITIONS TO THE AGENDA

A. Adjourning Meetings.

CORRESPONDENCE

The correspondence received and sent was reviewed.

APPROVAL OF MINUTES

Commissioner Carpenter made a motion to approve the regular minutes of August 5, 2025 as submitted. Commissioner Jenkins seconded the motion, and the motion passed unanimously.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2025 transactions #1653 and 1654. The transactions totaled \$255.49 from the General Fund.

Presented to the Board were 2025 transactions #1620, 1655 to #1712. The transactions totaled \$259,196.24. General Fund \$247,847.98, Capital Project Funds \$770.73 and Custodial Funds \$10,577.53.

Commissioner Jenkins made a motion to approve the vouchers. Commissioner Carpenter seconded the motion, and the motion passed unanimously.

Budget Revenue and Expenditure Report

The Board reviewed the Budget and Expenditure Report.

REPORTS

Commissioner Carpenter:

- A. Reported on the Tri-County Commissioners meeting he attended.

Fire Chief LoParco:

- A. Reported on the District's presence at the Benton Franklin Fair and Rodeo.
- B. Reported the date to receive trucks from Pierce has been delayed to a later date.
- C. Reported that the EMS Officer position has been listed.

Deputy Chief/HSO Nicholls:

- A. Reported that the District's Proposition 1 Levy was passed by the voters.
- B. Reported they are doing an extensive cleaning of the shop.

Captain Bibe:

- A. Reported he is working on new training software program.
- B. Reported he has finished volunteer interviews
- C. Reported there will be more active shooter training this week for employees.
- D. Reported he is working on 2026 budget numbers.
- E. Reported he is getting ready for recruit school.
- F. Reported he will hopefully be attending the Labor Management meeting anticipated to be scheduled for August 28, 2025.

Mechanic/Firefighter Ball:

- A. Reported he will be picking up the new trailer tomorrow.
- B. Reported the Type 3 Engine is down, but everything else is up and running.
- C. Reported the Yellow Truck sold at auction for \$75,000.00.

NEW BUSINESS

- A. It was moved by Commissioner Jenkins that the Board approve the District's twenty sets of expired firefighting gear and communication equipment as excess. The Motion was seconded by Commissioner Phillips and passed
- B. It was moved by Commissioner Jenkins that the Board approve Volunteer Applications of Natalie Taal, David Williams, Makayla Barnes, Owen Nicley, Blake Achenbach and

Cooper Caussenhaven. The motion was seconded by Commissioner Carpenter and passed.

C. It was moved by Commissioner Jenkins that the Board approve an Intern Agreement with Isaiah Murillo. The motion was seconded by Commissioner Carpenter and passed.

D. It was moved by Commissioner Jenkins that the Board approve an increase in the allotted amount for the purchase of a cargo van from the previous approved sum of \$30,000.00 to the sum of \$50,000.00. The Motion was seconded by Commissioner Phillips and passed.

E. It was moved by Commissioner Carpenter that the Board not be required to make a motion to adjourn at the end of District meetings. The motion was seconded by Commissioner Jenkins and passed.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on September 2, 2025, at 6:00 p.m.

ADJOURNMENT

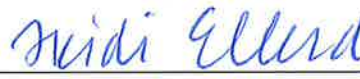
There being no further business, the meeting adjourned at 6:29 p.m.

Approved by:



Trevor Phillips, Board Chair

Submitted by:



Heidi Ellerd, District Secretary/Attorney