

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS
MEETING MINUTES
Tuesday, February 3, 2026

CALL TO ORDER

Commissioner Jenkins 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 6:05 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, Captain Bibe, Mechanic/Firefighter Ball, Matthew Martens, Admin. Assist Misty Ferrell, Finance Manager Christie Brown, Sandi Quesenberry and Secretary/Attorney, Heidi Ellerd.

The District provided a link for interested parties to participate through Zoom. Kaden Tucksen, Travis Wakefield, and an unknown zoom user attended via Zoom.

PLEDGE OF ALLEGIANCE

ADDITIONS TO THE AGENDA

- A. Excess Computers
- B. Excess EMS Equipment
- C. Water bill/annexation

APPROVAL OF MINUTES

Commissioner Phillips made a motion to approve the regular minutes of January 20, 2026 as submitted. Commissioner Carpenter seconded the motion, and the motion passed unanimously.

OLD BUSINESS

- A. It was moved by Commissioner Phillips that the Board approve the Employment contract for Chief LoParco in the form presented. The Motion was seconded by Commissioner Carpenter and passed.
- B. It was moved by Commissioner Carpenter that the Board approve the Employment contract for Christie Brown in the form presented. The Motion was seconded by Commissioner Phillips and passed.
- C. It was moved by Commissioner Phillips that the Board approve the Job Description for the Chief in the form presented. The Motion was seconded by Commissioner Carpenter and passed.
- D. Clean Air Agency Memorandum of Understanding – Commission discussed pursuing a Clean Air Memorandum of Understanding and will bring it back before the Board at a later date.

- E. Water bill/annexation issue – Chief presented to the Board other fees that would increase costs to the District if annexed that would offset a decrease in water. The Commission decided not to pursue this issue any further due to other additional fees.

NEW BUSINESS

- A. Finley School District Equipment Use Agreement will be addressed at the next meeting.
- B. It was moved by Commissioner Phillips that the Board approve the following computers as excess to the needs of the District: 71NLTXI, F5NLTXI, 4RMLTXI, F2MLTXI, and FTNLTXI. The Motion was seconded by Commissioner Carpenter and passed.
- C. It was moved by Commissioner Carpenter that the Board approve the following EMS equipment as excess to the needs of the District: 7 KED's, 1 Rescue Junior, 1 Rescue Anne, 1 Recording Rescusi Anne and 1 Bag of Practice CPR Prompt Dummies. The Motion was seconded by Commissioner Phillips and passed.

CORRESPONDENCE

The correspondence received and sent was reviewed.

FINANCIAL REPORT

Expenditure Transaction Details

Presented to the Board were 2026 transactions #187 to #216. The transactions totaled \$75,920.60. General Fund \$73,075.11, and Custodial Funds \$2,845.49.

Commissioner Phillips 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.

EMS Report

The Commission reviewed the EMS report.

STAFF REPORTS

Commissioner Carpenter:

- A. Reported on EMS Trauma Council meeting he attended.
- B. Asked about new phone list for the District Officers.

Fire Chief LoParco:

- A. Advised that monthly meetings with Kennewick Fire Department should begin again soon.
- B. Reported he is continuing working on reviewing and updating contracts and policies.

- C. Reported on updating the budget request list.
- D. Reported on the status of computer excessing.
- E. Reported on the meeting with Insurance Commissioner regarding wildfire risk assessment map.

Training Officer Captain Bibe:

- A. Reported on ongoing work on recruit testing.
- B. Reported he is working on EVIP cards.
- C. Reported on a new training platform.

Maintenance/Firefighter Ball:

- A. Advised the District has one new engine here, but they are still waiting on the other one.
- B. Reported the District will be excessing a type 3 engine soon and will bring that request to the Board when it is ready.

Logistics - Matthew Martens:

- A. Reported that safety items have been delivered to all stations.
- B. Reported that the new cleaning service starts this month.
- C. Reported that Chief signed a contract with Republic Services to take away fire retardant.
- D. Reported he is working on lawn contracts for this year.
- E. Reported on his trip to the West side to look at ambulances.

PUBLIC COMMENT - None

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on February 17, 2026, at 6:00 p.m.
- Tri County Meeting February 14, 2026 at Benton City.

EXECUTIVE SESSION

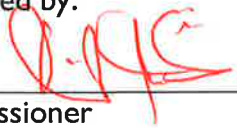
At 6:35 p.m. the Chairman announced an executive session to last for 10 minutes to discuss with legal counsel representing the District litigation or potential litigation to which the District is, or may be, a party.

At 6:45 p.m. the open meeting was reconvened.

ADJOURNMENT

The meeting adjourned at 6:45 p.m.

Approved by:



Commissioner

Submitted by:



Heidi Ellerd, District Secretary/Attorney