

**BENTON COUNTY FIRE PROTECTION DISTRICT #1**  
**BOARD OF COMMISSIONERS**  
**MEETING MINUTES**

Tuesday, June 2, 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 6:01 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, Matthew Martens, Finance Manager Christie Brown, Sandi Quesenberry, Secretary/Attorney, Heidi Ellerd and Jeremy Linhoff.

The District provided a link for interested parties to participate through Zoom. Travis Wakefield and Derek Ball attended via videoconference/telephone.

**PLEDGE OF ALLEGIANCE**

**ADDITIONS TO THE AGENDA**

- A. Elijah Paulsen – Intern – New Business
- B. 1296 Bargaining Letter – New Business
- C. MOU with Clean Air – Old Business

**APPROVAL OF MINUTES**

Commissioner Phillips made a motion to approve the regular minutes of May 19, 2026 as submitted. Commissioner Carpenter seconded the motion, and the motion passed unanimously.

**OLD BUSINESS**

- A. Clean Air MOU – Discussion was held and it will be on the next agenda.

**NEW BUSINESS**

- A. Water Tender Bids – Two bids received by District which were much higher than expected and one was late. It was moved by Commissioner Phillips that the Board reject all bids. The motion was seconded by Commissioner Jenkins and passed.
- B. Waiver consideration for ambulance transport billing – It was moved by Commissioner Phillips that the Board reject the waiver request received through our ambulance billing company for BC12501697 and that we follow policy which does not allow for waiver of ambulance fees by the District. The motion was seconded by Commissioner Jenkins and passed.

- C. Wage increase for career firefighter – It was moved by Commissioner Jenkins to approve a wage increase for Brock Long pursuant to union contract. The motion was seconded by Commissioner Phillips and passed.
- D. Commissioner Volunteer Reimbursement Points – Discussion was held and the District will be making a change to the policy to clarify compensation for a commissioner who is also a volunteer.
- E. Elijah Paulsen Intern – It was moved by Commissioner Phillips to approve the intern application and agreement for Elijah Paulsen. The motion was seconded by Commissioner Carpenter and passed.
- F. 1296 Bargaining Letter – The District received a letter to begin the bargaining process with the union.

## **CORRESPONDENCE**

The correspondence received and sent was reviewed.

## **FINANCIAL REPORT**

### **Expenditure Transaction Details**

Presented to the Board were 2026 transactions #267169 to #267202. The transactions totaled \$237,289.35. General Fund \$235,059.54, and Custodial Funds \$2,229.81.

Commissioner Carpenter made a motion to approve the vouchers. Commissioner Phillips 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. Asked about Integrated Solutions lease time period.
- B. Reported on EMS Meeting he attended yesterday.

### **Fire Chief LoParco:**

- A. Reported on the WSRB kickoff which will be held on June 11, 2026
- B. Reported on the couple of big fires which occurred over the past couple weeks.
- C. Reported he will work on other options for water tenders now that bids have been rejected.

- D. Reported on the status of landscaping at Station 160.
- E. Advised he put together a plan for staff attendance at particular meetings for reporting to the Commission and for items for Commission consideration.

**Deputy Fire Chief/HSO Nicholls:**

- A. Reported on the WA Fire Chiefs Conference he attended in Wenatchee from May 18 – 21, 2026.
- B. Reported on the annual dozer training various District members participated in with BCFD #2.
- C. Reported on the Safety Committee meeting he attended on June 1, 2026.
- D. Reported on the new employees that began on June 1<sup>st</sup>.
- E. Reported on the Country Meadows incident response and mobilization.
- F. Reported that Wildland service is complete for Mechanic Ball.

**Training Officer Captain Bibe:**

- A. Reported he is focused on getting qualification cards done, including auditing records for Fire Refreshers and making sure training is complete.
- B. Reported he spent time today with Brock Long getting him ready to begin as Intern for the District.

**Logistics - Matthew Martens:**

- A. Reported he is getting quotes for HVAC maintenance.
- B. Reported he is reviewing jobs for seasonal employees.

**Labor Captain Bibe:**

- A. Advised the District received a Letter of Intent from the Union to begin bargaining.

**Secretary/Attorney:**

- A. Retreat Dates – next agenda.

**ANNOUNCEMENTS**

- The next Board of Commissioner meeting will be on June 16, 2026 at 6:00 p.m.

**EXECUTIVE SESSION**

At 6:39 p.m. the Chairman announced an executive session to last for 15 minutes to review the performance of a public employee.

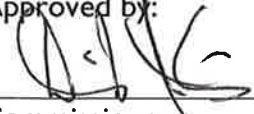
At 6:54 p.m. the executive session was extended for ten minutes.

At 7:04 p.m. the open meeting was reconvened.

**ADJOURNMENT**

The meeting adjourned at 7:04 p.m.

Approved by:

  
\_\_\_\_\_  
Commissioner

Submitted by:

  
\_\_\_\_\_  
Heidi Ellerd, District Secretary/Attorney