

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS
MEETING MINUTES
Tuesday, July 7, 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, Volunteer Battalion Chief Gutzmer, Captain Bibe, Admin. Assist Misty Ferrell, Sandi Quesenberry and Secretary/Attorney, Heidi Ellerd and Jake Simpson with wife Marissa and Danielle Gore with father, Mike. Many others attended in support of the two firefighters being pinned.

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

PLEDGE OF ALLEGIANCE

PINNING CEREMONY

Jake Simpson was pinned as Captain by his wife, Marissa.
Danielle Gore was pinned as a firefighter by her father, Mike.

ADDITIONS TO THE AGENDA

- A. Revisions to Chief's contract.

APPROVAL OF MINUTES

Commissioner Carpenter made a motion to approve the regular minutes of June 16, 2026, as submitted. Commissioner Phillips seconded the motion, and the motion passed unanimously.

NEW BUSINESS

- A. HVAC Maintenance Bids – next agenda
- B. Motorola Lease Extension – Motorola requested to extend their lease. It was moved by Commissioner Carpenter to extend the lease through June 2027 and authorize Chief LoParco to sign the lease on behalf of the District. Motion was seconded by Commissioner Phillips and passed.
- C. Chief's contract revision – Chief asked to approve resident intern applications by amendment to his contract in lieu of having to bring before the Commission. It was moved by Commissioner Phillips to allow this revision to the Chief's contract allowing him to hire and terminate resident interns and authorize Commissioner Jenkins to sign on behalf of District. Motion was seconded Commissioner Carpenter and passed.

CORRESPONDENCE

The correspondence received and sent was reviewed.

FINANCIAL REPORT

Expenditure Transaction Details

Presented to the Board were 2026 transactions #1314 to #1354. The transactions totaled \$75,738.01. General Fund \$73,174.60, and Custodial Funds \$2,563.41.

Commissioner Carpenter made a motion to approve the vouchers. Commissioner Jenkins 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 they are looking for a treasurer/secretary for Southeastern Washington Fire Commissioners Association due to the current treasurer/secretary retiring. Next meeting is September 18, 2026.

Fire Chief LoParco:

- A. Reported on the completion of Fourth of July preparations and that they had a moderately busy Fourth of July.
- B. Reported he continues to work on the survey and rating bureau information.
- C. Reported that a GEMT audit for 2025 will be taking place.
- D. Reported that Deputy Chief Nicholls and Mechanic/Firefighter Ball are out of town looking at medic units.
- E. Reported that Deputy Chief Nicholls will be assigned to the Chelan Hills Fire when he returns from looking at medic units.
- F. Reported that Jenn Browning was awarded Toyota of Tri Cities first Responder of the year.
- G. Reported he is working on how to sell type I engines with Deputy Chief Nicholls.

Training Officer Captain Bibe:

- A. Reported he completed all the red cards.

- B. Reported that on July 18, 2026 there will be another round of recruit testing and that interviews will follow within a week or two.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on July 21, 2026, at 6:00 p.m.

EXECUTIVE SESSION

At 6:22 p.m. the Chairman announced an executive session to last for 10 minutes to review the performance of a public employee. No action to be taken after session.

At 6:32 p.m. the open meeting was reconvened.

ADJOURNMENT

The meeting adjourned at 6:32 p.m.

Approved by:



Commissioner

Submitted by:



Heidi Ellerd, District Secretary/Attorney