

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

Tuesday, September 15, 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 6:00 pm at 144610 E. Law Lane, Suite D, Kennewick, Washington. In attendance at this meeting in-person were Commissioner Carpenter, Commissioner Jenkins, Deputy Chief Nicholls, Volunteer Battalion Chief Gutzmer, Captain Bibe, Admin. Assist Misty Ferrell, Finance Manager Christie Brown, and Secretary/Attorney, Heidi Ellerd.

The District provided a link for interested parties to participate through Zoom. Chief LoParco, Jennifer Browning, Michael Miller, Travis Wakefield, and Kavin Tucksen attended via videoconference/telephone.

PLEDGE OF ALLEGIANCE

EXCUSE ABSENT COMMISSIONER

Commissioner Jenkins made a motion to excuse Commissioner Phillips. The motion was seconded by Commissioner Carpenter and passed.

APPROVAL OF MINUTES

Commissioner Carpenter made a motion to approve the regular minutes of September 1, 2026, as submitted. Commissioner Jenkins seconded the motion, and the motion passed.

OLD BUSINESS

- A. Resolution 2026-05 – It was moved by Commissioner Carpenter that the Board approve Resolution 2026-05 Authorizing Emergency Medical Service and Ambulance Transport Modification of Rates for Resident and Non-Resident Billing. The motion was seconded by Commissioner Jenkins and passed.

NEW BUSINESS

- A. Pre-Authorization for 2027 Ambulance – It was moved by Commissioner Jenkins that Deputy Chief Nicholls sign the Braun NW Inc. HGAC Proposal. The motion was seconded by Commissioner Carpenter and passed.
- B. Excess Miscellaneous Equipment – It was moved by Commissioner Carpenter that the District excess equipment on the attached list and allow District personnel to use reasonable means to auction it off for fair market values. The motion was seconded by Commissioner Jenkins and passed.
- C. Station 130 Status – Deputy Chief Nicholls discussed the future of Station 130 with the Commission.

CORRESPONDENCE

The correspondence received and sent was reviewed.

FINANCIAL REPORT

Expenditure Transaction Details

Presented to the Board were 2026 transactions #1789 to #1843, #1845 to #1871 and #1874 to #1882. The transactions totaled \$291,011.26. General Fund \$291,011.26. 2026 transactions #1883 and #1884. The transactions totaled \$4,303.52. General Fund \$4,303.52. 2026 transactions #1844 and #1885 to #1924. The transactions totaled \$423,174.00. General Fund \$422,940.26, and Custodial Funds \$233.74.

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.

STAFF REPORTS

Commissioner Carpenter:

- A. Advised the Southeastern Washington Fire Commissioners Association meeting will be held Friday, September 18, 2026 at Columbia County Fire Protection District #3 at 6:30 pm.

Fire Chief LoParco:

- A. Advised that they are working on landscaping around Station 160.
- B. Reported on the meeting he attended with other district chiefs on fire suppression debriefs/ideas.
- C. Provided a status on updating job descriptions.
- D. Advised he is working on the Lexipol program so that it can eventually be terminated.

Deputy Fire Chief/HSO Nicholls:

- A. Advised he is working on job descriptions.
- B. Advised that he worked on current agenda items for today's meeting.
- C. Advised he is working on Union negotiations.

Training Officer Captain Bibe:

- A. Reported on several leadership classes coming up.
- B. Provided an update on intern positions.

Labor Captain Bibe:

- A. Advised he is working on union negotiations.

ANNOUNCEMENTS

- The next Board of Commissioners meeting will be on October 6, at 6:00 p.m.
- Brian Nance's retirement party will be held on October 2, 2026.
- Congratulations to Ethan Blundred on his new position.
- Reminder of Family Fall Festival October 3, 2026 at Station 170 from 11:00 am to 3:00 pm.

EXECUTIVE SESSION

At 6:34 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 6:44 p.m. the open meeting was reconvened.

ADJOURNMENT

The meeting adjourned at 6:44 p.m.

Approved by:

Commissioner

Submitted by:



Heidi Ellerd, District Secretary/Attorney

Excess Equipment List 9/8/2026	
Onan Generator 7000	1
Onan Generator 2500	3
Gas Vent Fans	3
18 Hp Engines (Gas)	2
10 HP Motor (Elec) Non working	1
Metal Carts (Aluminum CSEPP)	2
Jockey Boxes	5
Zumaro Blow up Tents	3
Scene Lights	10
Eaton Sprinkler Controller	1
Portable AC Units (1 working)	3
Heaters	2
Ground Monitor	1
Portable Water Heaters	2
Floor Cleaners	3
Hand Wash Station	1
Pallet of Coolers/ Water jugs	1
Water heaters in wood box	2
Plastic Back Boards	2
Misc Hoses/ Fittings	1
Tire Chaines/ Cables	22
Portable Heater (Not Working)	1