



## BENTON COUNTY FIRE PROTECTION DISTRICT NO. 4 REGULAR BOARD AGENDA

July 15, 2015  
2604 Bombing Range Rd.  
West Richland WA. 99353

---

### CALL MEETING TO ORDER

### ADDITION TO THE AGENDA

### THOSE PRESENT:

### FINANCIAL REVIEW

#### CONSENT AGENDA:

(All matters listed within the Consent Agenda have been distributed to each member of the Board of Commission for reading and study, are considered to be routine, and will be considered or enacted by one motion of the Commission with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.)

- Approval of the Agenda dated 07/15/2015
- Approval of Regular Meeting Minutes dated 07/01/2015
- Approval to accept and pay:
- *Expenditures*

522 Fire Control	68,873.23
589 Payroll Clearing	18,226.21
<u>001 General Fund</u>	<u>87,099.44</u>

594 Capital Expenditures	33,807.18
<u>401 Construction Fund</u>	<u>33,807.18</u>

- EFT

522 Fire Control	111,298.90
589 Payroll Clearing	-33,896.60
<u>001 General Fund</u>	<u>77,402.30</u>

- Key Bank Tax Deposit

522 Fire Control	2,823.61
589 Payroll Clearing	15,670.39
<u>001 General Fund</u>	<u>18,494.00</u>

**Grand Total: \$216,802.92**

### RESOLUTIONS/MOTIONS

#### DISTRICT REPORTS

- Union Report
- Volunteer Report
- City Liaison Report
- Commissioner's Report
- Fire Chief's Report

- District Secretary's Report

**OPEN FORUM DISCUSSION**

**IMPORTANT DATES**

- August 4 – National Night Out, Flat Top Park at 1600 hrs.
- August 5 – Public Meeting, sealed bid opening at 1700 hrs.
- August 8 – Tri-County Commissioners Meeting, Walla Walla District #5
- November 14 – Tri-County Commissioners Meeting, BCFD #2 Station 210
- August 2016 – Primary Election – EMS Levy

**CORRESPONDENCE**

**AMBULANCE SERVICE PROGRAM UPDATES**

**UNFINISHED BUSINESS**

- Shared Vision/Goals Presentation
- FDCARES
- Storage facility
- Community Presentation

**NEW BUSINESS**

**AGENDA ITEMS FOR NEXT MEETING**

**EXECUTIVE SESSION**

**ADJOURNMENT:**

Attested:  7, 5, 15  
\_\_\_\_\_  
SLITA BRADLEY, DISTRICT SECRETARY

\_\_\_\_\_  
GREGG COUCH, COMMISSIONER

 07, 15, 2015  
\_\_\_\_\_  
WOODY RUSSELL, COMMISSIONER

 07, 15, 2015  
\_\_\_\_\_  
AJ HILL, COMMISSIONER



## BENTON COUNTY FIRE PROTECTION DISTRICT NO. 4 REGULAR BOARD MEETING MINUTES

July 1, 2015  
2604 Bombing Range Rd.  
West Richland WA. 99353

---

### CALL MEETING TO ORDER

Commissioner Hill called the meeting to order at 1700 hrs.

### ADDITION TO THE AGENDA

- No additions

### THOSE PRESENT:

Commissioner AJ Hill  
Commissioner Woody Russell  
Fire Chief William Whealan  
District Secretary Slita Bradley  
Captain Paul Carlyle  
Lieutenant Kevin Gaidos

FF/Paramedic Aaron Meloy  
FF/Paramedic Anthony Vining  
FF Bob Marshall  
FF Garrett Goodwin  
FF Kaylin Briggs

### FINANCIAL REVIEW

#### CONSENT AGENDA:

(All matters listed within the Consent Agenda have been distributed to each member of the Board of Commission for reading and study, are considered to be routine, and will be considered or enacted by one motion of the Commission with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.)

- Approval of the Agenda dated 07/01/2015
- Approval of Regular Meeting Minutes dated 06/17/2015
- Approval to accept and pay:
- *Expenditures*

522 Fire Control	7,957.77
001 General Fund	7,957.77

**Total:** \$7,957.77

Commissioner Russell made a motion to approve the consent agenda, seconded by Commissioner Hill and the motion carried.

### RESOLUTIONS/MOTIONS

- No resolution or motion

### DISTRICT REPORTS

- Union Report
  - No report
- Volunteer Report
  - No report
- City Liaison Report
  - City Liaison Hayden reported via email that they did not have a council meeting recently and wanted to express gratitude for what firefighters are doing this season.

- Commissioner's Report
  - Commissioner Hill reported that he responded as EROC on the SE Benton Complex fire.
- Fire Chief's Report
  - He attended the area chiefs meeting and they discussed the Columbia Basin Dive Rescue Team, and how to coordinate with them to help their responses to incidents, and also possibly train our personnel in surface water rescues. This would be very beneficial to the District's personnel and our community.
  - He attended the Assistance to Firefighters Grant (AFG) post award session with Brian Ipsen (FEMA Region X Representative) regarding our recent Self Contained Breathing Apparatus (SCBA) grant award. Personnel from BCFD2 and BCFD4 are working together on the grant.
  - He attended the City of West Richland's Public Works meeting regarding the proposal for their new Public Works buildings. Commissioner Hill and Chief Whealan made some recommendations for cost savings regarding their fire protection system for the facilities.
  - He participated in the cooperative media release related to Fireworks with the City of West Richland Police Chief Brian McElroy.
  - He assisted BCFD1 with the South East Benton Complex Fire as a Division Supervisor for the Les Blair Incident.
  - He attended the BCFD4 staff meeting. Minutes for the meeting will be posted to the server.
  - The Facebook post regarding fireworks was well received by the citizens and the media. All Tri-Cities chiefs were in favor of the idea of holding off on lighting fireworks this season due to the extreme weather conditions this year.
- District Secretary's Report
  - District Secretary Bradley reported that the notice to bid on the Engine was placed in the newspaper today (07/01/2015). The public meeting is scheduled for 07/15/2015.

#### **OPEN FORUM DISCUSSION**

- No discussions

#### **IMPORTANT DATES**

- August 4 – National Night Out, Flat Top Park at 1600 hrs.
- August 8 – Tri-County Commissioners Meeting, Walla Walla District #5
- November 14 – Tri-County Commissioners Meeting, BCFD #2 Station 210
- August 2016 – Primary Election – EMS Levy

#### **CORRESPONDENCE**

- The District received a letter from a concerned citizen regarding fireworks. However, the District has no authority to enforce any regulations.

#### **AMBULANCE SERVICE PROGRAM UPDATES**

- Captain Carlyle is working closely with System Designs West for the recent changes in programming on ERS. He needs to audit all June billings.

#### **UNFINISHED BUSINESS**

- Shared Vision/Goals Presentation
  - No report

- FDCARES
  - No report
- Storage facility
  - Building is completed. However, we made a change order for the electrical contractor, which they will be working on..
- Community Presentation
  - Chief Whealan gave a presentation on the District's priorities to the Commissioners and other Team Members that was put together by Loomis Public Affairs.
- Budget presentation
  - District Secretary reported on the line items that were over 54.15%. The Board was satisfied with the clarification and no further questions were asked.

**NEW BUSINESS**

- No new business

**AGENDA ITEMS FOR NEXT MEETING**

- Shared Vision/Goals Presentation
- FDCARES
- Storage facility
- Community Presentation

**EXECUTIVE SESSION**

- No session

**ADJOURNMENT:**

The meeting was adjourned at 1845 hrs.

Attested:

 7, 15, 15  
 \_\_\_\_\_  
 SIERRA BRADLEY, DISTRICT SECRETARY

\_\_\_\_\_/\_\_\_\_\_  
 GREGG COUCH, COMMISSIONER

 7, 15, 2015  
 \_\_\_\_\_  
 WOODY RUSSELL, COMMISSIONER

 7, 15, 2015  
 \_\_\_\_\_  
 AJ HILL, COMMISSIONER