



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

June 17, 2015  
2604 Bombing Range Rd.  
West Richland WA. 99353

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### 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 06/17/2015
- Approval of Regular Meeting Minutes dated 06/03/2015
- Approval to accept and pay:
- *Expenditures*

522 Fire Control	47,776.25
589 Payroll Clearing	18,224.27
594 Capital Expenditures	65,971.58
<u>001 General Fund</u>	<u>131,972.10</u>

522 Fire Control	913.81
<u>110 EMS Fund</u>	<u>913.81</u>

594 Capital Expenditures	43,205.84
<u>401 Construction Fund</u>	<u>43,205.84</u>

- EFT

522 Fire Control	109,135.66
589 Payroll Clearing	-33,983.79
000 Draw	-2,222.29
<u>001 General Fund</u>	<u>72,929.58</u>

- Key Bank Tax Deposit

522 Fire Control	2,274.30
589 Payroll Clearing	15,759.52
<u>001 General Fund</u>	<u>18,033.82</u>

**Total: \$267,055.15**

### RESOLUTIONS/MOTIONS

- 2015 – 05 : Surplus of Equipment
- Policy 111: Volunteer Firefighting Off Duty

**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**

- June 18 – Hogs and Dogs, Bombing Range Sporting Complex
- 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
- Chief's Contract
- Community Presentation

**NEW BUSINESS**

**AGENDA ITEMS FOR NEXT MEETING**

**EXECUTIVE SESSION**

**ADJOURNMENT:**

Attested:

 6/17/2015  
SLITA BRADLEY, DISTRICT SECRETARY

 6/17/15  
GREGG COUCH, COMMISSIONER

 6/17/15  
WOODY RUSSELL, COMMISSIONER

 6/17/2015  
AJ HILL, COMMISSIONER



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

June 3, 2015  
2604 Bombing Range Rd.  
West Richland WA. 99353

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### CALL MEETING TO ORDER

Commissioner Hill called the meeting to order at 1700 hrs.

### ADDITION TO THE AGENDA

- No additions

### THOSE PRESENT:

Commissioner Gregg Couch  
Commissioner Woody Russell  
Commissioner AJ Hill  
Fire Chief William Whealan  
District Secretary Slita Bradley  
Lieutenant Ray Newton

FF/Paramedic Bonnie Benitz  
FF/Paramedic  
FF Matthew Borschowa  
FF Monte Elmore  
FF Jarett Wolf  
FF Bob Marshall

### 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 06/03/2015
- Approval of Regular Meeting Minutes dated 05/20/2015
- Approval to accept and pay:
- *Expenditures*

522 Fire Control	13,115.04
589 Payroll Clearing	2,222.29
<u>001 General Fund</u>	<u>15,337.33</u>
594 Capital Expenditures	11,864.55
<u>401 Construction Fund</u>	<u>11,864.55</u>
<b><u>Total:</u></b>	<b><u>27,201.88</u></b>

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

## **RESOLUTIONS/MOTIONS**

- 2014 AFG Grant
  - The District received notification that they will be awarded a 2014 Regional Assistance to Firefighters Grant for BCFD4 and BCFPD2. The District is putting together a team to manage the grant.

Commissioner Couch made a motion to accept the AFG grant and to accept the cost share of 10%, seconded by Commissioner Russell, and the motion carried.

## **DISTRICT REPORTS**

- Union Report
  - No report
  
- Volunteer Report
  - No report
- City Liaison Report
  - No report
- Commissioner's Report
  - Commissioner Hill reported that he attended the meeting with the City of West Richland planning department regarding their new LED street lights.
- Fire Chief's Report
  - He attended the Local Emergency Planning Committee/Tribal conference in Chelan, WA, and the Washington State Emergency Response Commission meeting.
  - He attended the National Association for Sara Tittle Three Program Officials conference in Portland, Maine. It was well attended. He made some connections with military personnel.
  - He attended the City of West Richland and Benton Rural Electric Association LED (Light Emitting Diode) presentation.
  - He attended the Annual State of the Cities Address with the mayors of Kennewick, Richland, Prosser, and West Richland.
  - He attended the Benton County Emergency Services Board meeting.
  - He attended the area Fire Chiefs meeting.
  - He attended a meeting to discuss the second year Tri-Tech high school program. They are looking for a host agency for 6 students and to help them affiliate with a department. They can get involved in the community. They will go through the structure fire academy. He is also working with On Scene Medical to develop a physical screening program and to see if Tri-Tech would share the physical evaluation fees.
  - The District received notification that they will be awarded a 2014 Regional Assistance to Firefighters Grant for BCFD4 and BCFPD2. The District is putting together a team to manage the grant.

Commissioner Couch made a motion to accept the AFG grant and to accept the cost share of 10%, seconded by Commissioner Russell and the motion carried

- He attended the Regional Training Officers meeting.
- He attended the Regional Hazmat Board meeting.

- District Secretary's Report
  - She reported that she completed the WFCAs wages and benefits survey. The results were emailed to the Board. She was surprised District #4 was the only Fire District in Benton County that submitted the survey.
  - She reported that the 2014 financial annual report was submitted to the State Auditor. They will published the report on their website.

#### **OPEN FORUM DISCUSSION**

- No discussions

#### **IMPORTANT DATES**

- June 13 – Guns and Hoses Summer Kick Off, Coyote Park, at 1500 hrs.
- June 18 – Hogs and Dogs, Bombing Range Sporting Complex, 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**

- No correspondence

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

- No report

#### **UNFINISHED BUSINESS**

- Shared Vision/Goals Presentation
  - No report
- FDCARES
  - No report
- Storage facility
  - The project is scheduled to be completed by the beginning of next week.

#### **NEW BUSINESS**

- Old Type 1 Engine
  - Type 1 engine – The engine donor was sad that it would cost the District so much money to fix up the unit. Chief spoke with attorney Snure and he recommended advertising and accepting sealed bids. In the past, we sent the excess units to Booker's Auction but there is no guarantee that the District will recoup the cost back.

#### **AGENDA ITEMS FOR NEXT MEETING**

- Shared Vision/Goals Presentation
- FDCARES
- Storage facility
- Chief's Contract
- Community Presentation
- Excess of equipment resolution

#### **EXECUTIVE SESSION**

- At 1730 hours, Commissioner Hill called an executive session per RCW. 42.30.110 (g) evaluating the performance of District Employee for fifteen (15) minutes. At 1745 hours, the meeting was resumed to normal regular session with no action to follow.

**ADJOURNMENT:**

The meeting was adjourned at 1746 hrs.

Attested:

 6/17/2015  
SLITA BRADLEY, DISTRICT SECRETARY

 6/17/15  
GREGG COUCH, COMMISSIONER

 6/17/15  
WOODY RUSSELL, COMMISSIONER

 6,17,2015  
AJ HILL, COMMISSIONER