



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

January 7, 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 Gregg Couch
Commissioner Woody Russell
Commissioner AJ Hill
District Secretary Slita Bradley
Fire Chief William Whealan

Battalion Chief Marvin Leonard
FF/Paramedic Aaron Meloy
FF Garrett Goodwin
FF John Metcalfe
Bill Shane

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 01/07/2015
- Approval of Regular Meeting Minutes dated 12/18/2014
- Approval to accept and pay:
- Expenditures

522 Fire Control	50,702.78
589 Payroll Clearing	917.77
<u>001 General Fund</u>	<u>51,620.55</u>

591 Debt Service	53.64
<u>201 EMS Bond Fund</u>	<u>53.64</u>

Total Warrants: 51,674.19

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

RESOLUTIONS/MOTIONS

- 2015-01: Surplus of Equipment
 - Commissioner Couch reported that he had a conversation regarding expired gear with Chief Harris. He reported that the expired gear can still be utilized for training purposes.

Commissioner Couch made a motion to approve the 2015-01: Surplus of Equipment, with the removal of BCFD4 Gear Excess list, seconded by Commissioner Russell and the motion carried

DISTRICT REPORTS

- Union Report
 - FF Meloy reported that the Union meeting will be held tomorrow (01/08/2015).
- Volunteer Report
 - FF Goodwin reported that Operation Candy Cane went well.
- City Liaison Report
 - No report.
- Commissioner's Report
 - Commissioner Hill attended the West Richland Chamber Luncheon. Goodwill was the presenter. It was mentioned that it is a good idea to de-clutter your house. Chief Whealan mentioned that the Chamber appreciation banquet will be held next month and Fire Fighter of the year shall be selected by the Board.

Commissioner Couch made a motion for Commissioner Hill to work with Chief Whealan on selecting the Fire Fighter of the year at the Chamber's Banquet, seconded by Commissioner Russell and the motion carried.

- Fire Chief's Report
 - He attended Operation Candy Cane. It was an amazing event.
 - He attended the BCFD4 Captain's meeting and posted the meeting minutes.
 - He attended the Tri-Tech quarterly meeting discussing a partnership possibility. Chief Whealan reported that the BVFF can cover 16 year old students, and the District could sponsor them through their program.
 - He attended the training officers meeting. There will be regional training coming up soon.
- District Secretary's Report
 - No report

OPEN FORUM DISCUSSION

- No discussions

IMPORTANT DATES

- January 31, 2015 – BCFD4 Volunteer Appreciation Banquet at 1700 hrs.
- February 20, 2015 – West Richland Chamber of Commerce Awards Banquet at Shilo Inn at 1800 hrs.
- August 2016 – Primary Election – EMS Levy

CORRESPONDENCE

- No correspondence

AMBULANCE SERVICE PROGRAM UPDATES

- No report

UNFINISHED BUSINESS

- Richland Ambulance Billing Contract
 - District Secretary Bradley reported that the email was sent on 12/22/2014 but no reply was received. Chief Whealan will send a follow up email next Tuesday.
- Shared Vision/Goals Presentation
 - No report
- Dozer Program

- Chief Whealan reported that he spoke with Chief Merritt from Prosser #3. They had their first RFA board meeting. They are in favor of the dozer program. Chief Whealan asked if the Board had any suggestions to be added in the contract besides Hold Harmless and the District will not be billed for the service they may provide. Commissioner Hill suggested that the District should be able to train with their personnel on the equipment.
- FDCARES
 - Chief spoke with Mitch Snyder of Kent RFA. They are 30-45 days away from finishing up a database. Captain Carlyle is working on a business plan right now.
- Research of Regionalization
 - No report
- Parsec Computer contract
 - Chief Whealan reported that Lieutenant Newton was working on quotes from several companies. Lieutenant Newton will report more at the next meeting.
- Open a checking account with GESA Credit Union
 - Commissioner Hill suggested that we create a resolution. District Secretary will bring the resolution back to the Board at the next meeting

NEW BUSINESS

- Storage facility bids
 - Chief Whealan reported that he acquired three (3) bids. He went through small work rosters and found out that there were more than three general contractors on the list. Chief Whealan will start over on the bidding process to meet the RCW's, and will keep the district attorney, Brian Snure, involved through the process.
- Property located on the south side of SR224 and Ambassador PR NE.
 - Chief Whealan reported that Terry Barnes was looking into the property. It is on a State route and he checked with the Department of Transportation and they have advised we will be able to have one entrance/exit to SR224 from the site. He also checked with the Benton County Planning Department to see if there were any issues putting a fire station on the site since it is a residential area, and they advised there are no issues. The Chief advised we will continue to evaluate the site location to verify that the utilities will be allowed on the site. Commissioner Hill advised that we need a fair market analysis of the property to verify we are not paying more for the property than it is worth. Chief advised he will look into that as well.

AGENDA ITEMS FOR NEXT MEETING

- Richland Ambulance Billing Contract
- Parsec Computer contract
- Shared Vision/Goals Presentation
- Dozer Program
- FDCARES
- Research of Regionalization
- Open a checking account with GESA Credit Union
- Storage facility bids
- Property located on the south side of SR224 and Ambassador PR NE.

EXECUTIVE SESSION

- No session

ADJOURNMENT:

The meeting was adjourned at 1746 hrs.

Attested:

 01/21/15
SLITA BRADLEY, DISTRICT SECRETARY

_____/_____/_____
GREGG COUCH, COMMISSIONER

 01/21/2015
WOODY RUSSELL, COMMISSIONER

 01, 21, 2015
AJ HILL, COMMISSIONER