



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

October 21, 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
- Approval of Regular Meeting Minutes dated 10/07/2015
- Approval and pay:
- Expenditures

522 Fire Control	55,949.75
589 Payroll Clearing	18,003.20
<u>001 General Fund</u>	<u>73,952.95</u>
522 Fire Control	779.85
<u>110 EMS Fund</u>	<u>779.85</u>

- EFT

522 Fire Control	107,344.65
589 Payroll Clearing	-34,233.20
<u>001 General Fund</u>	<u>73,111.45</u>

- Key Bank Tax Deposit

522 Fire Control	2,270.54
589 Payroll Clearing	16,230.00
<u>001 General Fund</u>	<u>18,500.54</u>

**Grand Total: \$ 166,344.79**

### RESOLUTIONS/MOTIONS

- Automatic Aid adding Franklin FD 3

### 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**

- October 24 - Howl-o-Ween 5K pet walk/run, Yokes in West Richland
- November 7 – Veteran’s Day Parade, FF Elmore is coordinating and will reach out to Walla Walla 5 to see if they will bring their new ladder truck
- November 14 – Tri-County Commissioners Meeting, BCFD #2 Station 210, and Congressman Dan Newhouse will be attending the meeting.
- August 2016 – Primary Election – EMS Levy

**CORRESPONDENCE**

**AMBULANCE SERVICE PROGRAM UPDATES**

**UNFINISHED BUSINESS**

- Shared Visions/Goals Presentation
- FDCARES
- Community Presentation
- SOG for State Mobilization

**NEW BUSINESS**

**AGENDA ITEMS FOR NEXT MEETING**

**EXECUTIVE SESSION**

**ADJOURNMENT:**

Attested:  
 10/21/15  
SLITA BRADLEY, DISTRICT SECRETARY

 10/21/15  
GREGG COUCH, COMMISSIONER

 10/21/2015  
WOODY RUSSELL, COMMISSIONER

 10/21/2015  
AJ HILL, COMMISSIONER



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

October 7, 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 hours.

### **ADDITION TO THE AGENDA**

Chief Whealan advised there is one addition under motions, which is for a generator at station 410.

### **THOSE PRESENT:**

Commissioner Gregg Couch	Lt. Ray Newton
Commissioner AJ Hill	FF/PM Bonnie Benitz
Commissioner Woody Russell	FF/PM Matthew Borschowa
Fire Chief Bill Whealan	FF Monte Elmore
Assistant Chief Cheryl Evosevich	FF Garrett Goodwin
Assistant Chief Robert Shannon	FF Mason McCrea
	Nikki Whealan

### **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 10/07/2015
- Approval of Regular Meeting Minutes dated 09/16/2015
- Approval and pay:
- Expenditures

522 Fire Control	25,407.71
<u>001 General Fund</u>	<u>25,407.71</u>

522 Fire Control	2,466.71
<u>110 EMS Fund</u>	<u>2,466.71</u>

594 Capital Expenditures	28,487.52
<u>401 Construction Fund</u>	<u>28,487.52</u>

**Total: 56,361.94**

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

### **RESOLUTIONS/MOTIONS**

- Chief Whealan reported that while at the WSEMA conference last week in the Vancouver area he found a used 75KW generator from Peterson CAT for ~\$10,000 plus tax and pick up fees, which would be perfect for station 410 since the generator there is on its last leg. Commissioner Couch made a motion to purchase this generator for ~\$10,000 but not to exceed \$15,000, seconded by Commissioner Russell, and the motion carried.

- Chief Whealan reported that the proposal from Brashear Electric to finish the 10 LED lights, 2 at station 420 and 8 at station 410, is for \$5,215 plus tax (permit fees are included). Commissioner Couch made a motion to move forward with this proposal, seconded by Commissioner Russell, and the motion carried.

### **DISTRICT REPORTS**

- Union Report – Lt. Newton reported that they collected ~\$1,800 for the MDA boot drive.
- Volunteer Report
  - FF Elmore advised interviews for resident volunteers are this Saturday, 10/10/12. We need 2 ASAP, and a third if FF McCrea deploys. Commissioner Couch advised he has the two from CBC, so we should be okay.
- City Liaison Report – no report
- Commissioner's Report
  - Commissioner Couch thanked everyone for the nice card they sent him during his recovery from back surgery.
  - Commissioner Hill reported that he has attended numerous events recently:
    - Harvest Fest
    - Time of Remembrance
    - March of Dimes charity dinner
    - Chamber of Commerce luncheon today (he thanked the crews for attending)
    - The Fern Loop fire
    - Benjamin Carpets 9-11 event in Richland
    - Musician's Benefit for Washington fallen fighters at the TRAC
- Fire Chief's Report
  - Assisted with the Junior/Senior High School Rodeo doing standby for 3 days.
  - Attended the annual Harvest Festival.
  - Attended the Washington State Emergency Management Conference, and Chaired the State Emergency Response Commissioner Meeting.
  - Participated in the annual MDA Boot Drive.
  - Attended the annual Time of Remembrance event, and thanked FF Elmore for setting it up and buying ice cream for everyone since he appeared on the news.
  - Attended the 9-11 event at Benjamin's Carpets in Richland.
  - Attended the Musicians for Firefighters event at the TRAC benefiting the recently fallen Washington State Firefighters.
  - Assisted with the residential structure fire on Fern Loop as the Deputy Incident Commander.
  - Attended today's Chamber luncheon and was very pleased to see the crews in attendance receive such positive accolades.
  - Sent an email out announcing our 2 new administrative Assistant Chief promotions: Bob Shannon, Assistant Chief of Volunteers; and Cheryl Evosevich, Assistant Chief of Logistics, and thanked them for stepping up and accepting the responsibilities of assisting our department move forward.
- District Secretary's Report – no report

### **OPEN FORUM DISCUSSION**

- FF/PM Benitz advised that the home owner of the Fern Loop fire was very appreciative of how nice and helpful Commissioner Hill was to them.
- Chief Whealan advised we made a Facebook post about the numerous exhaust fan fires we have had in hopes that our citizens will see the information and take preventative measures. He also stated that the crew on the Fern Loop fire did an excellent job of putting the fire out.

- Lt. Newton asked the Chief if we had an update on the new water tender. Chief Whealan advised that our guys should take possession of the apparatus in Florida tomorrow morning, and should be on the road back around 1100 hours. He mentioned that it will be quite a long and slow trip home since the apparatus is governed at 60 mph.
- Commissioner Hill wanted to express his appreciation to all those who have been stepping up to support and participate in the numerous events we have had recently. He knows that there have been a lot, however, supporting community events is part of our mission statement, and it is an extremely important part of what we do as an organization.
- Commissioner Hill wanted to make sure that the crews were aware that the Chamber luncheons are open to anyone, and that they can attend anytime they want.

### **IMPORTANT DATES**

- October 9 – Tri-County Commissioners Meeting in Dayton, at 1830 hours.
- October 24 - Howl-o-Ween 5K pet walk/run, Yokes in West Richland
- November 7 – Veteran’s Day Parade, FF Elmore is coordinating and will reach out to Walla Walla 5 to see if they will bring their new ladder truck
- November 14 – Tri-County Commissioners Meeting, BCFD #2 Station 210, and Congressman Dan Newhouse will be attending the meeting.
- August 2016 – Primary Election – EMS Levy

**CORRESPONDENCE** The Houston Galveston Area Council (HGAC) Inter-local Agreement (ILA) was signed and fully executed for future purchases.

### **AMBULANCE SERVICE PROGRAM UPDATES**

- No updates

### **UNFINISHED BUSINESS**

- Shared Visions/Goals Presentation – no updates
- FDCARES – Chief Whealan is going to a conference with our attorney Brian Snure next week and will be speaking about the program at Brian’s request.
- Storage facility – all we need now is the generator
- Community Presentation – Commissioner Hill advised that he has placed Chief Whealan on the Red Mountain Lion’s Club calendar to provide BCFD4’s Community Presentation.
- New Tender – update given above under open forum discussion
- SOG for State Mobilization – Chief Whealan advised that it is still in process. He is having the officer’s look it over first prior to bringing it to the Commissioners.

### **NEW BUSINESS**

- Wall Pack Fixtures – already discussed above under Brashear Electric Resolutions/Motions.

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

- Shared Visions/Goals Presentation
- FDCARES
- Storage facility – Commissioner Hill advised to remove these two items for Future meetings.
- Community Presentation
- New Tender – Commissioner Hill advised to remove these two items for Future meetings.
- SOG for State Mobilization

