

**WEST BENTON REGIONAL FIRE AUTHORITY  
REGULAR GOVERNANCE BOARD MEETING  
TUESDAY JUNE 20th, 2017  
18:00 HOURS  
WBRFA HEADQUARTERS STATION 310**

**CALL TO ORDER AND FLAG SALUTE**

Chairman Moon called the West Benton Regional Fire Authority Meeting to order at 6:00 p.m. and led the Board in a flag salute.

**ROLL CALL**

Captain Dormaier conducted a roll call for attendees. Chairman Moon, and Board members Max Benitz, Wendy Fogelson, Randy Fox, and Richard Clizbe were present. Interim Fire Chief Seth Johnson had an excused absence. Lieutenants Friend, Fogelson and Johnson were present prior to getting called out. Former Board member Tim Stewart was present. Cory Heron was present to take minutes.

**AGENDA APPROVAL**

The Board reviewed the agenda. Chairman Moon would like to move the swearing in item to follow public comments, and add a discussion item concerning early release of Doug Merritt's paycheck. Board member Fox made a motion to approve the agenda with the aforementioned change and addition. Board member Benitz seconded, there were none opposed and the motion passed.

**PUBLIC COMMENTS**

There were no comments from the public.

**SWEARING IN**

Chairman Moon asked Wendy Fogelson to recite the oath of office to officially become a West Benton Regional Fire Authority Commissioner.

**PREVIOUS MEETING MINUTES**

Board member Benitz made a motion to approve the Regular Board Meeting minutes from 6/6/2017. Board member Clizbe seconded, there were none opposed and the motion carried.

Board member Benitz made a motion to approve the Special Meeting minutes from 6/13/17. Board member Fox seconded, there were none opposed and the motion carried.

## **WBRFA BVFF TRUSTEE MEETING**

There were no items for the Board of Volunteer Firefighters Trustees to discuss.

### **REPORTS**

Board member Clizbe reported on nearby districts that recruit and test for new Chiefs. He also reported on the potential cost of a recruiting option mentioned previously. There was a consensus from the Board to have District 1 help test and get a field down to 3 candidates.

Chairman Moon informed the Board that the insurance company Enduris will be presenting coverage options to the Board at the second July meeting.

Captain Dormaier reported that call volume is up this week versus last week, wildland training is wrapping up and dozer training will take place next week.

The Board was also informed that the State Auditor had requested information to assist in the audit of another agency.

The Staff would like the Board to consider the possibility of a part-time, Administrative Chief, and a third captain to spread out position responsibilities appropriately.

Chairman Moon suggested getting a clear financial report and then sitting with Staff and Board member Clizbe to discuss possible frameworks to determine the best approach for moving forward.

### **FINANCIAL BUSINESS**

Interim Fire Chief Seth Johnson expects to meet with accountant later this month to get a financial report prepared for the Board.

The Board reviewed vouchers 2017-404 through 2017-437. Voucher 2017-420 was distributed to mHc directly prior to voucher report, and will be retracted. The remaining voucher amount for approval is \$30,600.66. Board member Fox made a motion to approve the vouchers 2017-404 through 2017-437 with the exception of 2017-420, for the remaining amount of \$30,600.66. Board member Benitz seconded, there were none opposed and the motion passed.

### **DISCUSSION ITEMS**

The Board discussed releasing Doug Merritt's second check a few days prior to the date originally set. Board member Benitz made a motion to approve releasing the second payment to Doug Merritt. Board member Clizbe seconded, there were none opposed and the motion carried.

Board member Benitz laid out a suggestion for two separate job part-time position descriptions to cover the administrative responsibilities. One of these positions would be accountable to the Board and one would be accountable to the Chief. It is conceivable that the two positions could be filled by one person. A contract for services could be considered for the Administrator position, with the provision of legal advice.

The Board re-visited the aerial ladder issues. Coast Crane identified an electrical issue and has repaired it. Evaluation of this repair and other issues concerning overheating, oil gauge and engine brakes will be made when it is picked-up from Coast Crane.

The Board discussed a Type 5 Engine replacement vehicle. Re-building a Type 5 replacement appears to be less cost-effective than purchasing an additional vehicle. WBRFA staff has given considerable thought on how to best meet the future apparatus needs of the district. A smaller ladder truck would be more user-friendly and accessible. A Quint would provide a safe elevated master stream and would be effective for the growth in the community and limited number of available responders. Chairman Moon would like to discuss this further after figuring out the finances surrounding the renovations.

### **GOVERNING BOARD FINAL COMMENTS**

Board member Benitz reminded the Board that any inquiries by the State Auditor or others should be directed to the Chairman.

Chairman Moon would like a report for the next meeting on switching from ERS to Image Trend with respect to the fleet maintenance policy.

Board member Clizbe mentioned providing notice for regional Commissioner meetings that are held quarterly.

### **NEXT SCHEDULED MEETING AND ADJOURNMENT**

The next scheduled meeting for the West Benton Regional Fire Authority Governance Board will be Wednesday July 5th, 2017 at 6:00 p.m.

The West Benton Regional Fire Authority Governance Board Meeting was adjourned at 7:08 p.m.

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DAVID MOON, CHAIRMAN

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SETH JOHNSON, INTERIM FIRE CHIEF