

**WEST BENTON REGIONAL FIRE AUTHORITY
PUBLIC HEARING – 2018 WBRFA REVENUE SOURCES
REGULAR GOVERNANCE BOARD MEETING
TUESDAY NOVEMBER 7th, 2017
17:40 HOURS
WBRFA HEADQUARTERS STATION 310**

PUBLIC HEARING

Chairman Moon opened the public hearing regarding 2018 WBRFA revenue sources in accordance with RCW 84.55.120 at 5:40 p.m. There were 3 calls for proponents, and three calls for opponents. The Public Hearing on WBRFA 2018 Revenue Sources was closed at 5:41 p.m. with resolution 2017-003-8.

CALL TO ORDER AND FLAG SALUTE

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

ROLL CALL

Fire Chief Seth Johnson conducted a roll call for attendees. Chairman David Moon and board members Max Benitz, Wendy Fogelson, Randy Fox, and Richard Clizbe were present. Captain Todd Dormaier was present. Secretary/Administrator Jessica Hansen was present and was formally introduced to the Board. Cory Heron was present to record minutes.

AGENDA APPROVAL

The Board reviewed the agenda. Board member Clizbe made a motion to approve the agenda as presented. Board member Benitz seconded, there were none opposed and the motion passed.

PUBLIC COMMENTS

There were no comments from the public.

PREVIOUS MEETING MINUTES

The Board considered the minutes prepared from the 10/17/17 meeting. Board member Fox made a motion to approve the minutes. Board member Fogelson seconded, there were none opposed and the motion carried.

WBRFA BVFF TRUSTEE MEETING

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

REPORTS

Board member Fogelson reported touching base with new Secretary/Administrator Jessica Hansen this morning and they are working to get her work area set-up.

Chairman Moon met with Prosser Hospital officials and established some groundwork on a working relationship focusing on short-term assistance and funding discussions for providing emergency medical services for the community. The Board was asked to consider goals in the next two weeks in preparation for a meeting to develop a game plan for moving forward with this potential collaboration. Board member Benitz suggested including Gary Heslop in some of these conversations and it was agreed to do so.

Fire Chief Johnson introduced the Secretary/Administrator hire Jessica Hansen. He also reported that the transition to Enduris had taken effect and that a claim for apparatus damage was already required.

It was noted that as the WBRFA maintains the surrounding station property, written permission is required for posting political signage.

Captain Todd Dormaier reported that Recruit Academy was going well. Volunteers number 28 with Fire Chief and Captain Dormaier with Javier Cruz moving to Pasco.

The WBRFA was awarded another Walmart grant for \$1250 submitted by Captain Todd Dormaier, to be used for recruitment and retention.

FINANCIAL BUSINESS

There were no financial reports.

The Board considered and asked about regular vouchers 2017-675 through 2017-709 in the amount of \$55,173.01. Board member Fox made a motion to approve the aforementioned vouchers in the amount of \$55,173.01. Board member Fogelson seconded, there were none opposed and the motion carried.

DISCUSSION ITEMS

The Board entered an executive session to discuss the Fire Chief employment contract at 6:23 p.m. The Board ended the executive session and reconvened the regular Board meeting at 6:52 p.m. indicating no decisions were made during the executive session. Board member Benitz made a motion for the Chairman to enter into contract negotiations with Seth Johnson for the Fire Chief position. Board member Clizbe seconded, there were none opposed and the motion carried.

The Board discussed the draft social media policy. There was consensus that the document covered all areas of concern and that moving forward with action would be appropriate. There will be clarification on how to handle the Facebook page that is currently linked with Captain Dormaier's account so there will be no issue with item #11 on the document. Board member Clizbe made a motion to approve the draft policy presented on social media use. Board member Benitz seconded, there were none opposed and the motion carried.

ACTION ITEMS

The Board considered the 2018 Budget. Board member Clizbe made a motion to approve the 2018 WBFRA Budget as presented. Board member Fox seconded, there were none opposed and the motion carried.

Chief Johnson discussed the levy rate percentage increase for 2018. As there was no percentage increase requested for 2017, both 2% increases from 2017 and 2018 will be requested in accordance with a revenue source Resolution 2017-003-A. Board member Fox made a motion to approve Resolution 2017-003-A as presented. Board member Fogelson seconded, there were none opposed and the motion carried.

The Board considered a resolution on levy certification. Regular and refund levy amounts will be requested with an understanding that the refund amount will ultimately be determined by the Treasurer's office. Board member Fox made a motion to approve signing the levy certification document. Board member Fogelson seconded, there were none opposed and the motion carried.

The Board considered the Fire Prevention ILA with the City of Prosser. Board member Benitz made a motion to approve having Chairman Moon sign the ILA document upon approval by legal counsel. Board member Fogelson seconded, there were none opposed and the motion carried.

GOVERNING BOARD FINAL COMMENTS

The Governing Board extended a warm welcome to Jessica Hansen and thanked Cory Heron for recording the minutes.

Board member Clizbe reminded the Board about the Tri-County Commissioners Board meeting Sat. Nov. 18th at 9 a.m. at Station 210 in Benton City.

Captain Dormaier asked about posting on Facebook. Chairman Moon indicated it was and that someone on staff should participate in Public Information training. New Secretary/Administrator Jessica Hansen indicated that she had participated recently.

NEXT SCHEDULED MEETING AND ADJOURNMENT

The next scheduled regular meeting for the West Benton Regional Fire Authority Governance Board will be Tuesday November 21st, 2017 at 6:00 p.m.

The West Benton Regional Fire Authority Governance Board Meeting was adjourned at 7:12 p.m.

DAVID MOON, CHAIRMAN

SETH JOHNSON, FIRE CHIEF