

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY MARCH 20, 2018
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Clizbe called the March 20, 2018 West Benton Regional Fire Authority regular meeting to order at 6:00 p.m. and led participants in the Pledge of Allegiance.

ROLL CALL

Present: Commissioners Richard Clizbe, Max Benitz, Randy Fox, Wendy Fogelson and David Moon
Others in attendance: Fire Chief Seth Johnson, Deputy Chief Joel Byam, Prosser City Administrator Dave Stockdale and Recording Secretary Jessica Trevino.

AGENDA APPROVAL

Commissioner Fox moved to approve the agenda as presented. Commissioner Moon seconded the motion. The motion carried.

APPROVAL OF MINUTES

Commissioner Fox moved to approve the March 5, 2018 special meeting minutes. Commissioner Fogelson seconded the motion. The motion carried.

The March 6, 2018 regular meeting minutes were tabled.

Commissioner Fox moved to approve the March 12, 2018 special meeting minutes. Commissioner Fogelson seconded the motion. The motion carried.

PUBLIC COMMENTS

There were no comments from the public.

PRESENTATION

Dave Stockdale, the City of Prosser's Administrator, gave a presentation updating the governance board about the City of Prosser's future goals and expected changes.

OLD BUSINESS

POLICIES

Commissioner Fogelson moved to approve the meetings procedure policy. Commissioner Fox seconded the motion. The motion carried.

Commissioner Fogelson moved to approve the meeting agenda policy. Commissioner Fox seconded the motion. The motion carried.

Commissioner Fogelson moved to approve the meeting minutes policy. Commissioner Fox seconded the motion. The motion carried.

Commissioner Fogelson moved to approve the meetings – Roberts Rules of Order policy. Commissioner Fox seconded the motion. The motion carried.

Commissioner Fogelson moved to approve the parliamentary procedure policy.
Commissioner Fox seconded the motion. The motion carried.

Commissioner Fogelson moved to approve the meetings – quorum policy.
Commissioner Fox seconded the motion. The motion carried.

Commissioner Fogelson moved to approve the audit of expenditure policy.
Commissioner Fox seconded the motion. The motion carried.

Commissioner Fogelson moved to approve the Fire Commissioner compensation policy.
Commissioner Fox seconded the motion. The motion carried.

Commissioner Fogelson moved to approve the Fire Commissioner expenses policy.
Commissioner Fox seconded the motion. The motion carried.

Commissioner Fogelson moved to approve the Fire Commissioner insurance policy.
Commissioner Fox seconded the motion. The motion carried.

NEW BUSINESS

STAFF REPORTS

Fire Chief Johnson updated the board that he won't be at the April 3rd Commissioner meeting. Administrator Trevino announced that a Washington State Archivist had visited the office and went over current practices for archival. The archivist was happy with West Benton Fire Rescues newly implemented process and took two boxes to the state archives for permanent archival.

VOUCHER APPROVAL

Vouchers were audited and certified by the Auditing Officer as required by RCW 42.24.080, those expense reimbursement claims certified as required by RCW 42.24.090, and have been recorded on a listing which has been made available to the West Benton Regional Fire Authority

Commissioner Fox moved to approve voucher #2018-160 through 2018-215 in the amount of \$59,376.24
Commissioner Fogelson seconded the motion. The motion carried.

POLICIES

The next set of first reading of policies were presented. These policies are the temporary positions policy, the code of conduct policy, the code of conduct procedure policy, the conflict of interest policy, the resolution of complaints policy, the resolution of complaints procedure policy, the solicitations, endorsements or gifts policy, the budget preparation and adoption policy, the fiscal year policy, and the general levy policy.

ADMINISTRATOR'S CONTRACT

After some discussion and additional changes made to the contract the topic was tabled until next meeting.

RESOLUTION 2018-4

Fire Chief Johnson updated the board about an opportunity standardizing the fleet by replacing the 2017 Tahoe Command vehicle with a 2018 Ford F-150. Proceeds from the sale of the Tahoe would fully fund the purchase and outfitting of the new F-150. Commissioner Fox moved to approve Resolution 2018-4 – A

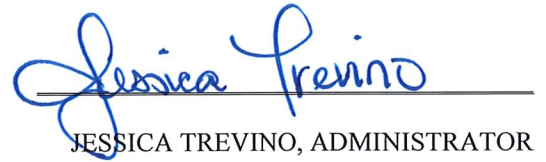
resolution declaring certain property to be surplus. Commissioner Moon seconded the motion. The motion carried.

ADJOURNMENT

With no further business, Chairman Clizbe adjourned the meeting at 7:21



RICHARD CLIZBE, CHAIRMAN



JESSICA TREVINO, ADMINISTRATOR