

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY DECEMBER 4, 2018
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Clizbe called the December 4, 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, and David Moon

Others in attendance: Fire Chief Seth Johnson, Lieutenant Friend, Firefighter Ayala and Recording Secretary Jessica Trevino.

AGENDA APPROVAL

Commissioner Benitz moved to approve the agenda with the addition of Governing Board elections. Commissioner Fox seconded the motion. The motion carried.

APPROVAL OF MINUTES

Commissioner Benitz moved to approve the November 20, 2018 regular meeting minutes with an amendment. Commissioner Fox's attendance should show an excused absence. Commissioner Moon seconded the motion. The motion carried.

PUBLIC COMMENTS

There were no comments from the public.

OLD BUSINESS

CAPITAL IMPROVEMENT PROJECT FUNDING

Fire Chief Johnson updated the board on the status of the newly ordered grass truck, command vehicle and aerial ladder truck. Fire Chief Johnson also gave a brief update on the current status of USDA's financing.

NEW BUSINESS

GOVERNING BOARD REPORTS

Chairman Clizbe recommended that Administrator Trevino attend the upcoming Snure conference being held on the Open Public Meetings Act.

A discussion was held about the vacant Vice-Chairman position. Commissioner Fox was nominated and accepted the nomination. Commissioner Benitz moved to appoint Commissioner Fox as the Vice-Chairman. Commissioner Moon seconded the motion. The motion carried.

STAFF REPORTS

Fire Chief Johnson updated the board on USDA financing, a possible PUD Tax, possibly installing fiber optics connection and the Quad-Chief meeting.

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 payroll voucher #1812010001 through #181201057 in the amount of \$76,683.23 Commissioner Moon seconded the motion. The motion carried.

BUDGET REPORT

Administrator Trevino provided the board with an update of the budget using the BIAS system.

RESOLUTION

Commissioner Fox moved to approve Resolution 2018-13 Surplus of the Atlas moving trailer. Commissioner Moon seconded the motion. The motion carried.

EXECUTIVE SESSION

Possible executive session, pursuant to RCW 42.30.110(1)(g) (“To review the performance of a public employee”). This session will begin at 18:25 and will be concluded at 18:45.

Commissioner Benitz moved to set the 2019 salary for the Administrator at \$40,000. Commissioner Moon seconded the motion. The motion carried.

GOVERNING BOARD COMMENTS

The Governing Board discussed filling the vacant City Commissioner seat. Chairman Clizbe instructed staff to place an advertisement in the newspaper for 2weeks and post the advertisement on the department’s Facebook page.

ADJOURNMENT

With no further business, Chairman Clizbe adjourned the meeting at 18:48pm



RICHARD CLIZBE, CHAIRMAN



JESSICA TREVINO, ADMINISTRATOR