

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY JANUARY 2, 2019
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Clizbe called the January 2, 2019 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 Petersen, Firefighter Petroff, Firefighter Roy Haringa, Firefighter Robert Haringa, and Recording Secretary Jessica Trevino.

AGENDA APPROVAL

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

APPROVAL OF MINUTES

Commissioner Benitz moved to approve the December 18, 2018 regular meeting minutes. Commissioner Fox seconded the motion. The motion carried.

PUBLIC COMMENTS

There were no comments from the public.

OLD BUSINESS

DISCUSSION ITEM

- Capital Improvement Project Fund - The Commissioners committed to Saturday, January 2, 2019 for a special workshop to talk further about 2019s capital improvement projects.
- New Aerial Training - January 18, 19, 20th has been set for the aerial training. E-One will be at the station for the 3-day training.
- Disc Replacement – WBFR’s brand new disc was received today. The disc was replaced by insurance as it was damaged on a fire. Due to the discs age, the necessary parts needed to fix it were unavailable.
- Grass Rig – New parts have been arriving at the station but not everything has arrived so assembly will have to wait until the necessary parts arrive.
- Command Vehicle – The new command vehicle is currently getting lights and sirens installed on it.

POLICY

Commissioner Fox moved to approve Policy 1910 – Fire Commissioner Compensation. Commissioner Moon seconded the motion. The motion carried.

NEW BUSINESS

STAFF REPORTS

Chief Johnson reported on gearing up for 2019 – there is a lot to do at the beginning of the year. Also, he’s been busy creating calendars and due dates for projects to help with scheduling and expectations.

Administrator Trevino reported on attending the BIAS rally February 19-23rd, closing the 2018 books, and her plans for the Records Retention Grant received.

COMMISSIONER APPLICATIONS

Two applications were received for the open Commissioner position. Administrator Trevino was instructed to set interviews for the January 15th meeting for 6:15pm and 6:30pm.

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 #190101001 through #190101026 in the amount of \$53,184.26 Commissioner Benitz seconded the motion. The motion carried.

RESOLUTIONS

Commissioner Benitz moved to approve the 2019-1 Resolution appointing board positions for 2019 calendar year. Commissioner Fox seconded the motion. The motion carried. Commissioner Moon was appointed as the Chair. Commissioner Clizbe was appointed as the Vice-Chair.

Commissioner Benitz moved to approve the 2019-2 Resolution establishing regular governing board meeting dates/times for 2019. Commissioner Fox seconded the motion. The motion carried.

BUDGET REPORT

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

ADJOURNMENT

With no further business, Chairman Clizbe adjourned the meeting at 6:15pm



RICHARD CLIZBE, CHAIRMAN



JESSICA TREVINO, ADMINISTRATOR