

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY MARCH 19, 2019
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Moon called the March 19, 2019 West Benton Regional Fire Authority regular meeting to order at 6:00pm 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, Prosser Hospital EMT Gaylin Griffiths, and Recording Secretary Jessica Trevino.

AGENDA APPROVAL

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

APPROVAL OF MINUTES

Commissioner Fox moved to approve the March 19, 2019 regular meeting minutes. Commissioner Clizbe seconded the motion. The motion carried.

PUBLIC COMMENTS

There were no comments from the public.

OLD BUSINESS

CAPITAL IMPROVEMENT PROJECT FUNDING

Chief Johnson is on several calendars for upcoming Levy Lid Lift presentations and has had discussions with Prosser City Council members. It was recommended by the Commissioners that Chief Johnson visit retirement homes to explain the upcoming proposition.

APPARATUS UPDATE

Chief Johnson updated the Commissioners on the new grass truck which is offsite being painted and the air truck which is being fitted and adjusted.

NEW BUSINESS

STAFF REPORTS

Chief Johnson reported to the board that he has an upcoming firework planning meeting, an active shooter meeting with Prosser Police, and a potential dozer regionalization program. Chief Johnson also updated the board that West Benton Fire Rescue received the DNR Phase 2 grant and that West Benton Fire Rescue will have to start looking into HVAC controls within the next couple of months. Lastly, he reported that West Benton Fire Rescue station 310 will still be looking into fiber optics but this project has been delayed due to snow.

Administrator Trevino reported on the 2018 annual report and Captain Bowden building a new records retention closet.

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.

Commissioner Benitz moved to approve payroll voucher #190302001 through #190302028 in the amount of \$20,465.80. Commissioner Clizbe seconded the motion. The motion carried.

BUDGET REPORT

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

EARMARKED FUNDS

The Commissioners discussed Fire Chief Johnson’s Surplus Funds Proposal. After some discussion Commissioner Clizbe moved to approve the Surplus Funds proposal by putting \$120,000 in the Reserve fund, \$225,000 in the Capital Equipment fund, \$62,000 in the Capital Fleet fund, and \$20,000 in the Capital Facilities fund. Commissioner Williams seconded the motion. The motion carried.

RESOLUTION

Commissioner Benitz moved to approve resolution 2019-7 declaring certain property to be surplus property. Commissioner Fox seconded the motion. The motion carried.

Commissioner Fox moved to approve resolution 2019-8 establishing additional funds that continue to invest and accrue interest with Benton County Treasurer’s office. Commissioner Benitz seconded the motion. The motion carried.

GOVERNING BOARD COMMENTS

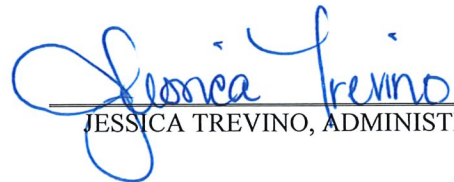
Commissioner Williams suggested creating new marketing videos for West Benton Fire Rescue’s Facebook and website page.

ADJOURNMENT

With no further business, Chairman Moon adjourned the meeting at 6:37pm



DAVID MOON, CHAIRMAN



JESSICA TREVINO, ADMINISTRATOR