



RFA Governing Board
MEETING AGENDA

**West Benton Regional
Fire Authority**
1200 Grant
Prosser, WA 98350

DATE: Regular Board Meeting
August 20, 2019
TIME: 18:00 hours (6:00p.m.)
LOCATION: **WBRFA Headquarters Fire Station**

CALL TO ORDER

Flag Salute

Roll Call

Agenda Approval

Approval of Minutes July 31, 2019 – Special Meeting Minutes
August 6, 2019 – Regular Meeting Minutes

Public Comments *Any person desiring to address the Board on an agenda matter may do so when properly recognized by the Board Chairperson and present their comments or questions.
(Limited to a 3-Minute Presentation)*

OLD BUSINESS

- 1. Discussion Item**
- Apparatus Update

NEW BUSINESS

- 1. Appointment**
- Commissioner at Large
- 2. Correspondence**
- Governing Board
 - Staff Reports
- 3. Finance**
- Voucher Approval #190802001 thru #190802025 in the amount of \$70,011.92
 - **Budget Update**
- 4. Policy**
- Driving Policy – 1st Reading
 - Chief Mobilization Pay Policy – 1st Reading

Governing Board

Comments

Next Board Meeting September 3, 2019

ADJOURN

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY JULY 31, 2019
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Vice-Chairman Clizbe called the July 31, 2019 West Benton Regional Fire Authority special meeting to order at 5:30pm and led participants in the Pledge of Allegiance.

ROLL CALL

Present: Commissioners Richard Clizbe, Shane Williams, and Randy Fox

Others in attendance: Fire Chief Seth Johnson and Recording Secretary Jessica Trevino.

AGENDA APPROVAL

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

RESOLUTION 2019-9

Commissioner Fox moved to approve Resolution 2019-9. A resolution providing for the submission to the voters of West Benton Regional Fire Authority a proposition authorizing the fire authority to levy regular property taxes in excess of the limitations of RCW 84.55.010 and setting forth the text of the ballot proposition. Commissioner Williams seconded the motion. The motion carried.

GOVERNING BOARD COMMENTS

- No Man's Land – Devising a plan
- Policy for covering the Fire Chief's State Mobilization

ADJOURNMENT

With no further business, Chairman Clizbe adjourned the meeting at 5:36pm.

RICHARD CLIZBE, VICE-CHAIRMAN

JESSICA TREVINO, ADMINISTRATOR

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY AUGUST 6, 2019
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Vice-Chairman Clizbe called the August 6, 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 and Shane Williams

Others in attendance: Fire Chief Seth Johnson, Sara Johnson, Cooper Johnson, Gunnar Johnson and Recording Secretary Jessica Trevino

Call in: Randy Fox

AGENDA APPROVAL

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

APPROVAL OF MINUTES

Commissioner Williams moved to approve the July 16, 2019 regular meeting minutes. Commissioner Fox seconded the motion. The motion carried.

Commissioner Williams moved to approve the July 31, 2019 regular meeting minutes. Commissioner Fox seconded the motion. The motion carried.

PUBLIC COMMENTS

There were no comments from the public.

PRESENTATION

Chief Johnson was given a Certificate for his 10 years with West Benton Fire Rescue

OLD BUSINESS

APPARATUS

- Grass Truck – is getting a new backup camera
- Ladder Truck – more tools are being mounted
- Captain Bowden has changed command vehicles. He will now be driving the F150

NEW BUSINESS

STAFF REPORTS

Chief Johnson reported that Captain Damron started on July 30th and is getting up and running. Duty rotations are still being discussed. Chief Johnson took Captain Damron to Secomm for a tour.

Chief Johnson also reported on the Cold Creek Fire, the recent shooting in Prosser, and the 10 recruits going thru recruit academy.

Administrator Trevino reported on the Crexendo phone program, billing for the Cold Creek Fire, and setting up Captain Damron in BIAS, retirement, and insurance.

- * There was a 5-minute recess during the meeting due to an incident toned out at 6:18. The meeting was back in session at 6:23pm.

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 Williams moved to approve payroll voucher # 190801001 through #190801040 in the amount of \$55,774.75 Commissioner Fox seconded the motion. The motion carried.

ADJOURNMENT

With no further business, Chairman Clizbe adjourned the meeting at 6:26pm

RICHARD CLIZBE, CHAIRMAN

JESSICA TREVINO, ADMINISTRATOR

VOUCHER APPROVALS

West Benton Fire Rescue
MCAG #:

08/22/2019 To: 08/22/2019

Time: 17:23:27 Date: 08/19/2019
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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
190802001	114645 ARAMARK UNIFORMS SERVICES	720	08/22/2019	Claims	1	86.88	Carpet Cleaning	114645
190802002	118938 AUTOZONE	721	08/22/2019	Claims	1	166.13	Circuit Breaker, Ring Terminal; Gauge, Exhaust Clamp, Mobile Power Outlet, Circuit Tester, Arm Wedge, Circuit Breaker, Digital Multimeter, Puller, Jaw Puller Kit, Red Racing Toggle, Metal On/off Swit	118938
190802003	148103 BENTON REA	722	08/22/2019	Claims	1	107.39	Powernet, Radio Tower/Chandler Butte Radio, Powernet Technology	148103
190802004	184650 BROWN'S TIRE CO. INC.	723	08/22/2019	Claims	1	411.57	12 Volt Commercial Battery, Flat Repair	184650
190802005	213130 CASCADE FIRE & SAFETY	724	08/22/2019	Claims	1	36.68	Trac Lok & Screw Pak	213130
190802006	224155 CITY OF RICHLAND	725	08/22/2019	Claims	1	2,275.92	Monthly Secomm Assessment	224155
190802007	238803 CONNELL OIL INC.	726	08/22/2019	Claims	1	895.36	Vehicle Fuel	238803
190802008	312268 ENDURIS	727	08/22/2019	Claims	1	45,220.00	9/1/19 - 8/31/20 General, Auto, Public, Employment	312268
190802009	475011 I B S INC.	728	08/22/2019	Claims	1	334.04	Shop Supplies	475011
190802010	647816 MES NORTHWEST	729	08/22/2019	Claims	1	404.98	Leather Structural Boots	647816
190802011	664637 MOON SECURITY	730	08/22/2019	Claims	1	109.05	Basic Fire Monitoring	664637
190802012	681212 NAPA AUTO PARTS	731	08/22/2019	Claims	1	8.98	Circuit Breaker	681212
190802013	750490 QUILL CORPORATION	732	08/22/2019	Claims	1	236.92	Coffee, Creamer, Trash Bags	750490
190802014	778996 ROBERT M . TRASK AGENCY INC.	733	08/22/2019	Claims	1	6,072.00	Insurance Premium On Policy PRCO-85442-WA10 234	778996
190802015	797342 RWC INTERNATIONAL LTD	734	08/22/2019	Claims	1	161.62	Air Valvue	797342
190802016	830176 SEVEN SIGNS	735	08/22/2019	Claims	1	45.32	Relective Truck Number Decals	830176
190802017	842121 SHRED-IT US JV LLC	736	08/22/2019	Claims	1	23.38	Shred It	842121
190802018	918218 TOM DENCHEL FORD COUNTRY	737	08/22/2019	Claims	1	205.80	Electrical Concern, Diesel Engine Oil And Filter	918218

VOUCHER APPROVALS

West Benton Fire Rescue
MCAG #:

08/22/2019 To: 08/22/2019

Time: 17:23:27 Date: 08/19/2019
Page: 2

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
190802019	930132 US BANK, CORPORATE PAYMENT SYSTEM	738	08/22/2019	Claims	1	10,363.56	Carl's Jr, Sirene, Lighthouse Uniforms, Amazon, DIY Awards, The Home Depot, Wilson Irrigation, Atlantis Fitness, Crexendo, Tap Plastics, Microsoft, 2K Bakery, USPS, Prosser Food Depot, Subway Catering	930132
190802020	932292 VALLEY SPRAY	739	08/22/2019	Claims	1	314.94	Onamental Spray, Perimeter	932292
190802021	936148 VERIZON	740	08/22/2019	Claims	1	120.03	Tablet Charges	936148
190802022	950202 WASTE MANAGEMENT	741	08/22/2019	Claims	1	27.21	96 Gallon Cart	950202
190802023	275022 DEPT OF TREASURY - IRS NO CHECK	742	08/22/2019	Payroll	1	307.64	941 Deposit for Pay Cycle(s) 08/22/2019 - 08/22/2019	275022
190802024	118936 AYALA SIDNEY	718	08/22/2019	Payroll	1	970.71	8/4 - 8/17 Seasonal Payroll	118936
190802025	223932 CISNEROS CHANE	719	08/22/2019	Payroll	1	1,105.81	8/4 - 8/17 Seasonal Payroll	223932
Total Vouchers:						<u>70,011.92</u>		

CERTIFICATION: We, the undersigned Board Members of West Benton Fire Rescue, do hereby certify, under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against West Benton Fire Rescue and that I am authorized to authenticate and certify to said claim.

Chairman

Board Member

Board Member

Board Member

Board Member

Administrator