



RFA Governing Board
MEETING AGENDA

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

DATE: Regular Board Meeting
December 17, 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

December 3, 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. Public Employees

- Employee Contract
- Employee MOU

NEW BUSINESS

1. Correspondence

- Governing Board
- Staff Reports

2. Finance

- Voucher Approval #191202001 thru #191202018 in the amount of \$11,521.66
- Budget Report
- Resolution 2019-14 Budget Amendment

3. Executive Session

- Possible executive session, pursuant to RCW 42.30.140(4)(a) (“Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement”). This session will begin at _____ o’clock and will be concluded at _____ o’clock.”

4. Governing Board

- 2020 board appointment

5. Construction

- Construction Award Update

Governing Board

Comments

Next Board Meeting

January 7, 2019

ADJOURN

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY DECEMBER 3, 2019
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Moon called the December 3, 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 David Moon, Richard Clizbe, Randy Fox, and Shane Williams

Others in attendance: Fire Chief Seth Johnson and District Secretary/Administrator Jessica Trevino.

Absent: Roy 'Dewey' Holliday

AGENDA APPROVAL

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

APPROVAL OF MINUTES

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

PUBLIC COMMENTS

There were no comments from the public.

OLD BUSINESS

RESIDENT COORDINATOR

A discussion about hiring a lieutenant ensued but after further discussions about responsibilities, open negotiations, and the strategic plan it was decided that a resident coordinator would be hired to fulfill the responsibility. Commissioner Williams moved to proceed with the hiring of the resident coordinator position. Commissioner Clizbe seconded the motion. The motion carried.

NEW BUSINESS

GOVERNING BOARD REPORTS

Commissioner Williams and Commissioner Clizbe attended the Tri-County Commissioner meeting and provided the board with an update of neighboring departments. They also informed the board that the May 9th Tri-County meeting would be hosted by West Benton Fire Rescue and the meeting would be held at station 310.

STAFF REPORTS

Chief Johnson updated the board with his coordinating plans with Prosser Memorial administration. Chief Johnson also spoke to the board about a meeting that he is attending with Chief Anderson (Sunnyside), Chief Cussins (Mabton), and Chief Mason (Grandview.) The board commended Chief for keeping communication open with the local fire departments, even the ones in different Counties. Fire Chief Johnson also gave the board an update on the 'Local Program,' Union meeting, HVAC System, and the construction meeting. Administrator Trevino reported to the board additional information on the 'Local Program', the 2016, 2017, & 2018 accountability audit, and the 2017 4th quarter taxes that were not completed.

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 #1912001001 through #191201067 in the amount of \$90,500.26 Commissioner Williams seconded the motion. The motion carried.

RESOLUTION

Commissioner Williams moved to approve Resolution 2019-13 cancelling unclaimed warrants. Commissioner Clizbe seconded the motion. The motion carried.

EXECUTIVE SESSION

Possible executive session, pursuant to RCW 42.30.140(4)(a) (“Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement”). This session will begin at 6:57pm and concluded at 7:35pm.

Commissioner Williams moved to approve continuing discussions about WBFR’s employment plan with the Union. Commissioner Fox seconded the motion. The motion carried with Commissioners, Williams and Fox voting in favor, and Commissioner Clizbe voting against.

PUBLIC EMPLOYEES SALARIES

After presenting employee reviews the board negotiated pay raises with Fire Chief Johnson and Administrator Trevino. Both employees were asked to provide MOUs at the next meeting for approval.

ADJOURNMENT

With no further business, Chairman Moon adjourned the meeting at 8:35pm

DAVID MOON, CHAIRMAN

JESSICA TREVINO, ADMINISTRATOR

VOUCHER APPROVALS

West Benton Fire Rescue Time: 15:48:15 Date: 12/13/2019
 MCAG #: 12/19/2019 To: 12/19/2019 Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
191202001 118938 AUTOZONE	1193	12/19/2019	Claims	1	126.85	Odor Eliminator, Delcer, Wiper Blades, Power Steering, Shock/Strut, Battery, Exhaust Clamp, Bolt Extractor, Motor Oil	118938
191202002 148103 BENTON REA	1194	12/19/2019	Claims	1	83.11	Chandler Butte, Powernet	148103
191202003 159508 BLEYHL FARM SERVICE, INC	1195	12/19/2019	Claims	1	529.07	Propane	159508
191202004 184650 BROWN'S TIRE CO. INC.	1196	12/19/2019	Claims	1	132.69	Flat Tire Repair	184650
191202005 224155 CITY OF RICHLAND	1197	12/19/2019	Claims	1	2,275.92	Dispatch Services	224155
191202006 228206 CLIFF'S SEPTIC	1198	12/19/2019	Claims	1	480.56	Septic Pump	228206
191202007 238803 CONNELL OIL INC.	1199	12/19/2019	Claims	1	188.01	Vehicle Fuel	238803
191202008 312268 ENDURIS	1200	12/19/2019	Claims	1	250.00	Auto Damage Claim - 2016 Ford Pickup.	312268
191202009 641360 MEESKE EXCAVATION LLC	1201	12/19/2019	Claims	1	1,917.87	Repair Water Line Leak	641360
191202010 647816 MES NORTHWEST	1202	12/19/2019	Claims	1	314.13	O-Ring, Motor 12VDC, Lanyard	647816
191202011 681212 NAPA AUTO PARTS	1203	12/19/2019	Claims	1	770.40	Battery, Wheel Charger	681212
191202012 709710 OXARC INC	1204	12/19/2019	Claims	1	55.19	Oxygen	709710
191202013 842121 SHRED-IT US JV LLC	1205	12/19/2019	Claims	1	23.38	Paper Shredding Services	842121
191202014 874830 STATE AUDITOR, LEGISLATIVE BUILDING	1206	12/19/2019	Claims	1	1,492.27	Accountability Audit 2016, 2017, And 2018	874830
191202015 918218 TOM DENCHEL FORD COUNTRY	1207	12/19/2019	Claims	1	193.18	Seat Cover	918218
191202016 932292 VALLEY SPRAY	1208	12/19/2019	Claims	1	114.03	Spray	932292
191202017 949747 WASHINGTON FIRE CHIEFS	1209	12/19/2019	Claims	1	2,500.00	2020 Membership Dues	949747
191202018 949222 WSCFF EMPLOYEE BENEFIT, TRUST BENEFIT	1210	12/19/2019	Claims	1	75.00	MERP	949222
Total Vouchers:					11,521.66		