



*RFA Governing Board*

# MEETING AGENDA

West Benton Regional  
Fire Authority  
1200 Grant  
Prosser, WA 98350

Regular Board Meeting

**DATE:** June 2, 2020

**TIME:** 18:00 hours (6:00p.m.)

**LOCATION:** REMOTE MEETING - ZOOM

WBFR Zoom Meeting Information:

[Click here to connect to the meeting](#)

Meeting ID: 275 438 3418

**Please call the office for the password**

**Call to Order**

**Flag Salute**

**Roll Call**

**Public Comments**

- **Attendees will participate remotely, via zoom, due to the COVID19 Virus**  
*Governor Inslee issued a proclamation that temporarily suspends portions of the Open Public Meetings Act (OPMA) and the Public Records Act (PRA) to help minimize in-person contact. Commissions are temporarily prohibited from holding in-person meetings with the public present.*

## CONSENT AGENDA

1. **Agenda Approval** – June 2, 2020 regular board meeting
2. **Approval of Minutes** – May 19, 2020 – regular meeting minutes ([pages 2-3](#))
3. **Voucher Approval** – #200601001 thru #200601055 in the amount of \$81,099.87 ([Pages 4-6](#))

## NEW BUSINESS

### 1. Correspondence

- Governing Board
- Staff Reports

### 2. Purchasing

- Radios

**Good of the Order**

**Next Board Meeting** June 2, 2020

**ADJOURN**

**WEST BENTON REGIONAL FIRE AUTHORITY  
TUESDAY MAY 19, 2020  
WBRFA HEADQUARTERS STATION 310**

**CALL TO ORDER AND FLAG SALUTE**

Chairman Clizbe called the May 19, 2020 West Benton Regional Fire Authority regular meeting to order at 6:13pm but did not lead participants in the Pledge of Allegiance due to the meeting being held remotely.

**ROLL CALL** *All Commissioners attended this meeting remotely due to the COVID-19 Virus.*

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

**Others in attendance:** Fire Chief Seth Johnson, Captain Scott Friend, and District Secretary Jessica Trevino.

**PUBLIC COMMENTS**

There were no comments from the public.

**CONSENT AGENDA**

**Agenda Approval** – May 19, 2020 regular board meeting

**Approval of Minutes** – May 5, 2020 – regular meeting minutes

**Voucher Approval** – #200502001 thru #200502019 in the amount of \$34,100.80

**Budget Update** – April 30, 2020

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

**NEW BUSINESS**

**STAFF REPORTS**

Fire Chief Johnson reported that he applied for the SAFER Grant and provided the board with an update on the grant extension along with the changes to the program that has been made. Chief also reported on weekly drills. Next meeting Chief Johnson will have an ILA between WBFR with the City of Grandview providing mutual aid for structure fires within the city limits of Prosser. WBFR would reciprocate with structure fires within Grandview's City limits. Chief also gave a remodel update and that things are coming to a completion. Last items are security cameras and internet access.

Administrator Trevino updated the board on the annual report.

**SECURITY**

Fire Chief Johnson provided the board with an explanation of the security cameras bids received for a new security install at Station 310. Now that residents will be living in-house, security is a necessity. Captain Friend also provided further explanation between each bid and the positives and negatives between each system.

After a discussion about all bid options, and the project fitting within the scope of work, the Commissioner's gave staff consent to move forward with the

**FOR THE GOOD OF THE ORDER**

Fire Chief Johnson provided the board with an update on both portable and mountable radios. This decision will be a regional decision to ensure that all firefighters within Benton

**ADJOURNMENT**

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

---

RICHARD CLIZBE, CHAIRMAN

---

JESSICA TREVINO, ADMINISTRATOR

## VOUCHER APPROVALS

West Benton Fire Rescue  
MCAG #:

06/04/2020 To: 06/04/2020

Time: 16:19:37 Date: 06/01/2020  
Page: 1

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
200601001	103732 ADVANCED PROTECTION SERVICES, INC	384	06/04/2020	Claims	1	10,436.47	STATION 310 DORM - 13 CAMERA VIDEO SURVEILLANCE RECORDING SYSTEM	103732
200601002	109414 AMERICAN FLEET MAINTENANCE LLC DBA: AMERICAN UPFITTING	385	06/04/2020	Claims	1	9,997.17	PREVENTATIVE MAINTENANCE AND SERVICES INCLUDING OIL CHANGES.	109414
200601003	114612 APOLLO HEATING & AIR CONDITIONING	386	06/04/2020	Claims	1	441.04	GLYCOL	114612
200601004	147858 BENTON PUD	387	06/04/2020	Claims	1	688.56	UTILITIES	147858
200601005	141782 BIAS SOFTWARE	388	06/04/2020	Claims	1	700.00	ADDITIONAL SUPPORT SERVICES. SMALLEST PACKAGE - 4 HOURS	141782
200601006	213169 CASCADE NATURAL GAS	389	06/04/2020	Claims	1	41.15	UTILITIES	213169
200601007	218790 CHARTER COMMUNICATIONS	390	06/04/2020	Claims	1	192.56	PHONE CHARGES; TV	218790
200601008	224132 CITY OF PROSSER	391	06/04/2020	Claims	1	772.77	UTILITIES	224132
200601009	238803 CONNELL OIL INC.	392	06/04/2020	Claims	1	257.60	VEHICLE FUEL	238803
200601010	240020 COOK'S ACE HARDWARE	393	06/04/2020	Claims	1	134.70	WALLPLATE, LOW VOLTAGE BRACKET, WIRE LAMP, WRENCH, TOGGLE, TARP	240020
200601011	647816 MES NORTHWEST	394	06/04/2020	Claims	1	2,783.97	Station Wear Shirts	647816
200601012	696321 NORTHWEST FARM SUPPLY	395	06/04/2020	Claims	1	14.11	CHOCOLATE COWHIDE GLOVES	696321
200601013	710241 PACIFIC OFFICE AUTOMATION	396	06/04/2020	Claims	1	836.54	COPIER/PRINTING FEES	710241
200601014	712492 PALADIN BACKGROUND SCREENING	397	06/04/2020	Claims	1	555.00	BACKGROUND CHECK	712492
200601015	930014 US CELLULAR	398	06/04/2020	Claims	1	9.62	PHONE SERVICES	930014
200601016	930030 USDA, NO CHECK	399	06/04/2020	Claims	1	4,456.00	LADDER TRUCK PAYMENT	930030
200601017	WAT, INC.	400	06/04/2020	Claims	1	3,938.11	Intel Processor, Gambler Johnson Tri Pass- Through Veh Dock And Replication	
200601018	980026 WITMER PUBLIC SAFETY GROUP	401	06/04/2020	Claims	1	390.76	COUNCIL TOLL PICK AND SHOVEL COMBI-TOOL	980026

## VOUCHER APPROVALS

West Benton Fire Rescue  
MCAG #:

Time: 16:19:37 Date: 06/01/2020  
Page: 2

06/04/2020 To: 06/04/2020

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
200601019	275022 DEPT OF TREASURY - IRS	402	06/04/2020	Payroll	1	5,460.35	941 Deposit for Pay Cycle(s) 06/04/2020 - 06/04/2020	275022
200601020	474997 I A F F LOCAL 1052, RICHLAND	403	06/04/2020	Payroll	1	435.27	Pay Cycle(s) 06/04/2020 To 06/04/2020 - Union Dues	474997
200601021	924555 TRUSTEED PLANS SERVICE CORP	404	06/04/2020	Payroll	1	9,157.23	Pay Cycle(s) 06/04/2020 To 06/04/2020 - Medical/Dental	924555
200601022	949710 WA ST DEPT OF RET SYS	405	06/04/2020	Payroll	1	6,564.20	Pay Cycle(s) 06/04/2020 To 06/04/2020 - PERS2; Pay Cycle(s) 06/04/2020 To 06/04/2020 - LEOFF2; Pay Cycle(s) 06/04/2020 To 06/04/2020 - DC; Pay Cycle(s) 06/04/2020 To 06/04/2020 - DC Chief; Pay Cycle(s)	949710
200601023	961311 WEST BENTON FIREFIGHTERS ASSOCIATION	406	06/04/2020	Payroll	1	1,400.00	Pay Cycle(s) 06/04/2020 To 06/04/2020 - WBFFA	961311
200601024	949222 WSCFF EMPLOYEE BENEFIT, TRUST BENEFIT	407	06/04/2020	Payroll	1	225.00	Pay Cycle(s) 06/04/2020 To 06/04/2020 - MERP	949222
200601030	114635 ARAIZA URIEL	352	06/04/2020	Payroll	1	335.88	2ND QUARTER 2020 PAYROLL	114635
200601032	118936 AYALA SIDNEY	354	06/04/2020	Payroll	1	1,510.50	2ND QUARTER 2020 PAYROLL	118936
200601033	204678 CAMBRAY LARRY	355	06/04/2020	Payroll	1	2,336.14	2ND QUARTER 2020 PAYROLL	204678
200601034	214719 CASTILLO JOE	356	06/04/2020	Payroll	1	703.73	2ND QUARTER 2020 PAYROLL	214719
200601035	221745 CHONG PHILIP	357	06/04/2020	Payroll	1	1,250.97	2ND QUARTER 2020 PAYROLL	221745
200601036	223932 CISNEROS CHANE	358	06/04/2020	Payroll	1	1,840.89	2ND QUARTER 2020 PAYROLL	223932
200601037	228612 CLIZBE RICHARD E	359	06/04/2020	Payroll	1	756.86	2ND QUARTER 2020 PAYROLL	228612
200601038	274743 DENNY ROBYN	360	06/04/2020	Payroll	1	1,124.01	2ND QUARTER 2020 PAYROLL	274743
200601039	298493 DURBIN ZACH	361	06/04/2020	Payroll	1	317.60	2ND QUARTER 2020 PAYROLL	298493
200601040	326694 FERRER TINO	362	06/04/2020	Payroll	1	680.59	2ND QUARTER 2020 PAYROLL	326694
200601041	334301 FLORES BOBBY	363	06/04/2020	Payroll	1	91.04	2ND QUARTER 2020 PAYROLL	334301
200601042	339292 FOX RANDY J	364	06/04/2020	Payroll	1	756.86	2ND QUARTER 2020 PAYROLL	339292

## VOUCHER APPROVALS

West Benton Fire Rescue  
MCAG #:

06/04/2020 To: 06/04/2020

Time: 16:19:37 Date: 06/01/2020  
Page: 3

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
200601043	414317 HARINGA ROY	365	06/04/2020	Payroll	1	1,020.03	2ND QUARTER 2020 PAYROLL	414317
200601044	453110 HOLLIDAY ROY	366	06/04/2020	Payroll	1	504.58	2ND QUARTER 2020 PAYROLL	453110
200601045	462135 HOUSER CHRISTINE	367	06/04/2020	Payroll	1	1,231.16	2ND QUARTER 2020 PAYROLL	462135
200601046	549972 LAREZ ERIC	368	06/04/2020	Payroll	1	234.77	2ND QUARTER 2020 PAYROLL	549972
200601047	633432 MARTINEZ LIONEL	369	06/04/2020	Payroll	1	2,009.49	2ND QUARTER 2020 PAYROLL	633432
200601048	664631 MOON DAVID D	370	06/04/2020	Payroll	1	630.72	2ND QUARTER 2020 PAYROLL	664631
200601049	692627 NIEBUHR BRANDON N.	371	06/04/2020	Payroll	1	533.81	2ND QUARTER 2020 PAYROLL	692627
200601050	725100 PEREZ ARTURO	372	06/04/2020	Payroll	1	16.13	2ND QUARTER 2020 PAYROLL	725100
200601051	728702 PETERSEN WILLIAM	373	06/04/2020	Payroll	1	670.85	2ND QUARTER 2020 PAYROLL	728702
200601053	750298 QUIJANO MICHAEL	375	06/04/2020	Payroll	1	1,164.17	2ND QUARTER 2020 PAYROLL	750298
200601054	760558 REILLY MAURICE	376	06/04/2020	Payroll	1	472.91	2ND QUARTER 2020 PAYROLL	760558
200601055	797340 RUTHERFORD DARYL	377	06/04/2020	Payroll	1	1,018.00	2ND QUARTER 2020 PAYROLL	797340

Total Vouchers: 81,099.87

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		