

**WEST BENTON REGIONAL FIRE AUTHORITY  
TUESDAY OCTOBER 6, 2020  
WBRFA HEADQUARTERS STATION 310**

**CALL TO ORDER AND FLAG SALUTE**

Chairman Clizbe called the October 6, 2020 West Benton Regional Fire Authority regular meeting to order at 6:00pm 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, Dewey Holliday, David Moon, 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.

**RESOLUTION 2020-13**

After some discussion Resolution 2020-13 - a petition for annexation of territory was moved by Commissioner Fox. Commissioner Williams seconded the motion. The motion carried.

**CONSENT AGENDA**

1. **Agenda Approval** – October 6, 2020 regular board meeting
2. **Approval of Minutes** – September 15, 2020 – regular meeting minutes
3. **Voucher Approval** – Seasonal Payroll preapproval resolution 2020-11
4. **Voucher Approval** – #201001001 thru #201001043 + 13 EFT in the amount of \$100,991.00

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

**OLD BUSINESS**

**TEMPORARY REPLACEMENT CONTRACT**

The board discussed the contract presented and that they felt that the hourly wage was appropriate since Ms. Bradley would be covering her own taxes and other expenses. The Commissioner Williams moved to approve the Administrator contract as presented. Commissioner Holliday seconded the motion. The motion carried.

Both the Chief and the Chairman will be signing the contract.

**TRUCK PURCHASES**

The local program information has been submitted. The application is due on November 2<sup>nd</sup>.

**NEW BUSINESS**

**GOVERNING BOARD REPORT**

Commissioner Williams will be attending the Snure webinar on October 21<sup>st</sup> that will cover 2020 Legislation, Recent Court Decisions and Regulatory Developments.

**STAFF REPORTS**

Fire Chief Johnson announced that Benton 4 was appointed a new Fire Chief, Paul Carlyle. Staff will be working with a teacher, Amy Courtney, on virtual tours since there won't be any opportunity for fire

safety education in the classrooms this year with COVID. Captain Friend will be reading off students of the month names for Heights Elementary. Chief Johnson is happy that the board approved the contract for Ms. Bradley while Administrator Trevino is on maternity leave. Chief Johnson updated the board that Admin Refund levy was received. Chief also reported that there was a staff exposure to COVID, and everyone will be working from home. The first round of testing was today, and the second portion will be held on Thursday.

Administrator Trevino let the board know that she completed quarterly taxes and submitted the local program documentation for funding. She also let the board know that Resolution 2020-11 came up on the calendar to be revisited and will add it to next meetings agenda.

### **PERFORMANCE EVALUATIONS**

Performance Evaluations have been sent and Commissioners have been asked to complete evaluations by October 31, 2020. Reviews will be held at the first meeting in November.

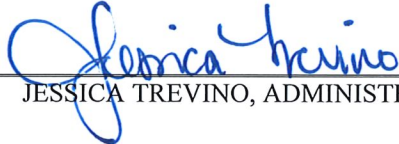
### **PRELIMINARY BUDGET**

Chief Johnson asked the board to review the Chief's memo that was included in the agenda packet. Key highlights were discussed for a first review of the budget. One big change to the budget was the Fire Levy Tax collection which increased 4% due to passing the levy lid lift.

### **ADJOURNMENT**

With no further business, Chairman Clizbe adjourned the meeting at 6:48pm

  
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RICHARD CLIZBE, CHAIRMAN

  
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JESSICA TREVINO, ADMINISTRATOR