



RFA Governing Board  
**MEETING AGENDA**

West Benton Regional  
Fire Authority  
1200 Grant  
Prosser, WA 98350

**DATE:** Regular Board Meeting  
February 7<sup>th</sup>, 2023  
**TIME:** 18:00 hours  
1200 Grant Avenue – Station 310

WBFR Zoom Meeting Information:  
[Click here to connect to the meeting](#)

Meeting ID: 785 739 0351

**Please call the office for the password**

**Call to Order**

**Flag Salute**

**Roll Call**

**PUBLIC COMMENTS**

- *Members of the public, present at an online meeting, shall make the Board aware of their desire to speak by posting in the comment section by listing their name and the topic they wish to speak on. The public may comment on items relating to any matter related to WBRFA business under the Public Comment period. Public Comments are limited to three (3) minutes per person and no more than a total of fifteen (15) minutes shall be spent on any one subject. Citizens may also speak on individual agenda items on the printed agenda. The Chairperson will request for public comments at the time they are discussed or considered by the Board as presented on the WBRFA Agenda.*

**CONSENT AGENDA**

- **CONSENT AGENDA APPROVAL–February 7th, 2023 - Regular Board Meeting**
  - Approval of Minutes – January 17<sup>th</sup>, 2023 – Regular Board Minutes – Tabled for 2.21.23 Board Meeting
  - Voucher TOTAL for Approval = **\$78,707.57** (2023 = \$69,239.39 & 2022 = \$9,468.18)
  - (02.07.23 – 2023 Invoice Claim Vouches#230201001-1015 = \$14,737.50
  - (02.07.23 - FEB 2023 USDA Bond EFT Voucher#230202001) = \$4,456.00
  - (02.07.23 - Payroll Direct Deposit EFT Voucher#230204001-4011) = \$28,167.10
  - (02.07.23 – JAN 2023 Employee Benefits Voucher#230205001-5006) = \$17,927.62
  - (02.07.23 - JAN 2023 IRS EFT Claim Voucher#230203001) = \$3,951.17
  - (12.31.22 – DEC 2022 Invoice Claim Voucher#22126001-6005) = \$8,104.99
  - (12.31.22 – DEC 2022 Employee Benefits Voucher#221215001-5002) = \$1,363.19

**OLD BUSINESS**

- MOU – Local 1052

**NEW BUSINESS**

**1. Correspondence**

- Governing Board
- Staff Reports
  - Fire Chief Damron
  - Administrator Carrasco

**2. Executive Session**

- *Pursuant to RCW 42.30.140(4)(a) Collective Bargaining Agreement interpretation or application of a labor agreement.*
- *This session will begin at \_\_\_\_\_ pm and will be concluded at \_\_\_\_\_ pm."*

**GOOD OF THE ORDER**

- \*Reminder to board members who may attend the meeting via Zoom to email voucher approval to the board secretary by the next day.
- **Next Board Meeting** February 21st, 2023

**ADJOURN MEETING**

- \_\_\_\_\_ o'clock p.m.

**VOUCHER APPROVALS 12.31.22 - 2022 Invoice Claim Vouchers**

West Benton Fire Rescue

Time: 16:45:56 Date: 02/07/2023

12/31/2022 To: 12/31/2022

Page: 1

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	
221216001	101375 ARAMARK UNIFORMS SERVICES	1268	12/31/2022	Claims	1	53.81	CARPET CLEANING - JUN 2022	101375
221216002	101793 CHARTER COMMUNICATIONS	1269	12/31/2022	Claims	1	0.05	BUSINESS VOICE - DEC 2022	101793
221216003	100879 HICKS HADEN	1270	12/31/2022	Claims	1	1,995.00	EMT CERTIFICATION - RESIDENT EDUCATION REIMBURSEMENT	100879
221216004	103384 ON SCENE MEDICAL SERVICES, PC	1271	12/31/2022	Claims	1	3,351.00	EMPLOYMENT EXAMS - S.BURKETT, L.GRAFF, C. WOLFE	103384
221216005	104038 STATE AUDITOR, LEGISLATIVE BUILDING	1272	12/31/2022	Claims	1	2,705.13	ACCOUNTIBILITY STATE AUDIT 2019-2022	104038
Total Vouchers:						8,104.99		

**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.

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Chairman	Board Member	Board Member
_____	_____	
Board Member	Board Member	
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Administrator		

**VOUCHER APPROVALS 12.31.22- 2022 Employee Benefits**

West Benton Fire Rescue

Time: 17:01:51 Date: 02/03/2023

12/31/2022 To: 12/31/2022

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
221215001 104427 WA ST DEPT OF RET SYS	1257	12/31/2022	Payroll	1	1,363.19	104427
221215002 104515 WEST BENTON FIREFIGHTERS ASSOCIATION	1273	12/31/2022	Payroll	1	20.00	104515
Total Vouchers:					1,383.19	

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Chairman	Board Member	Board Member
_____	_____	
Board Member	Board Member	
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Administrator		

# VOUCHER APPROVALS 2.7.23 - Jan 2023 IRS EFT Voucher

West Benton Fire Rescue

Time: 09:42:32 Date: 02/07/2023

02/07/2023 To: 02/07/2023

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
230203001 102066 DEPT OF TREASURY - IRS - No Check	67	02/07/2023	Payroll	1	3,951.17	102066
Total Vouchers:					<u>3,951.17</u>	

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Chairman

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Board Member

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Administrator

# VOUCHER APPROVALS

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West Benton Fire Rescue

Time: 01:43:42 Date: 02/07/2023

02/07/2023 To: 02/07/2023

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
230205001 102669 I A F F LOCAL 1052, RICHLAND	79	02/07/2023	Payroll	1	600.40	102669
230205002 104249 TRUSTEED PLANS SERVICE CORP	80	02/07/2023	Payroll	1	10,120.79	104249
230205003 104427 WA ST DEPT OF RET SYS	81	02/07/2023	Payroll	1	6,515.43	104427
230205004 103365 WA ST SUPPORT REG	82	02/07/2023	Payroll	1	266.00	103365
230205005 104515 WEST BENTON FIREFIGHTERS ASSOCIATION	83	02/07/2023	Payroll	1	50.00	104515
230205006 104405 WSCFF EMPLOYEE BENEFIT, TRUST BENEFIT	84	02/07/2023	Payroll	1	375.00	104405
Total Vouchers:					17,927.62	

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Board Member

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Board Member

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Board Member

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Board Member

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Administrator

# VOUCHER APPROVALS 2.7.23 - Payroll Direct Deposit EFT's

West Benton Fire Rescue

Time: 00:58:46 Date: 02/07/2023

02/07/2023 To: 02/07/2023

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Employee Paycheck	68	02/07/2023	Payroll	1	2,688.88	101630
EFT Employee Paycheck	69	02/07/2023	Payroll	1	4,037.55	100878
EFT Employee Paycheck	70	02/07/2023	Payroll	1	4,622.06	104916
EFT Employee Paycheck	71	02/07/2023	Payroll	1	7,493.76	102027
EFT Employee Paycheck	72	02/07/2023	Payroll	1	671.99	100879
EFT Employee Paycheck	73	02/07/2023	Payroll	1	6,461.02	103544
EFT Employee Paycheck	74	02/07/2023	Payroll	1	640.57	105476
EFT Employee Paycheck	75	02/07/2023	Payroll	1	640.57	105475
EFT Employee Paycheck	76	02/07/2023	Payroll	1	640.57	105233
EFT Employee Paycheck	77	02/07/2023	Payroll	1	73.91	100879
EFT Employee Paycheck	78	02/07/2023	Payroll	1	196.22	728702
Total Vouchers:					28,167.10	

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Chairman

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Board Member

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Administrator

**VOUCHER APPROVALS** &"&' ! : 96 '&\$&' i G85 J ci WYf

West Benton Fire Rescue

Time: 14:14:17 Date: 01/30/2023

02/07/2023 To: 02/07/2023

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	
230202001 104271 USDA, NO CHECK	66	02/07/2023	Claims	1	4,456.00	USDA Payment - Ladder Truck Loan - FEB 2023	104271
Total Vouchers:					4,456.00		

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Board Member

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Administrator

## VOUCHER APPROVALS **2.7.23 - Invoice Claim Vouchers**

West Benton Fire Rescue

Time: 13:57:36 Date: 01/30/2023

02/07/2023 To: 02/07/2023

Page: 1

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	
230201001	101375 ARAMARK UNIFORMS SERVICES	51	02/07/2023	Claims	1	17.94	CARPET CLEANING - JAN 2023	101375
230201002	101535 BENTON PUD	52	02/07/2023	Claims	1	930.97	ELECTRIC UTILITIES - JAN 2023	101535
230201003	101658 BROWN'S TIRE CO. INC.	53	02/07/2023	Claims	1	52.48	LES SCHWAB REPAIRS - JAN 2023	101658
230201004	101750 CASCADE NATURAL GAS	54	02/07/2023	Claims	1	1,184.17	NATURAL GAS - JAN 2023	101750
230201005	101793 CHARTER COMMUNICATIONS	55	02/07/2023	Claims	1	52.83	BUSINESS VOICE - JAN 2023	101793
230201006	101918 CONNELL OIL INC.	56	02/07/2023	Claims	1	631.02	VEHICLE FUEL - JAN 2023	101918
230201007	101999 CRYSTAL SPRINGS	57	02/07/2023	Claims	1	61.40	DRINKING WATER COOLER - JAN 2023	101999
230201008	105076 MES NORTHWEST	58	02/07/2023	Claims	1	7,913.36	TAIL PANTS & TAIL COATS: R. AUSTIN / S. HANCOCK	105076
230201009	103470 PACIFIC OFFICE AUTOMATION	59	02/07/2023	Claims	1	19.95	LATE FEE - JAN 2023	103470
230201010	102422 PNW EMERGENCY EQUIPMENT DBA GENERAL FIRE APPARATU	60	02/07/2023	Claims	1	196.27	E1351: PARTS REPAIRS TO WATER PUMP	102422
230201011	101142 TOM DENCHEL FORD COUNTRY	61	02/07/2023	Claims	1	97.11	OIL SERVICE: CH132	101142
230201012	105589 TRI COUNTY FIRE ASSOCIATION	62	02/07/2023	Claims	1	500.00	TRI COUNTY FIRE ASSOCIATION DUES 2023	105589
230201013	104254 TWG CONSULTING CORP	63	02/07/2023	Claims	1	300.00	LABOR RELATION CONSULTATION - JAN 2023	104254
230201014	104530 WESTERN FIRE CHIEFS ASSOCIATION, INC. DAILY DISPATCH	64	02/07/2023	Claims	1	280.00	2023 ADVERTISEMENT - SHIFT CAPTAIN	104530
230201015	104515 WEST BENTON FIREFIGHTERS ASSOCIATION	65	02/07/2023	Claims	1	2,500.00	2023 Annual Volunteer Firefighters Banquet	104515
Total Vouchers:						14,737.50		



# VOUCHER APPROVALS

West Benton Fire Rescue

Time: 13:57:36 Date: 01/30/2023

02/07/2023 To: 02/07/2023

Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
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Board Member	Board Member

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Administrator