



BENTON COUNTY FIRE PROTECTION DISTRICT NO. 2
REGULAR BOARD MEETING
MINUTES

November 13, 2023

CALL REGULAR BOARD MEETING TO ORDER

Chairperson Orth called the meeting to order **3:30 PM** at District #2, Station 210.

THOSE PRESENT:

Barry Orth, Chairperson
Larry Howell, Commissioner
Steve Rouse, Commissioner
Dennis Bates, Fire Chief
Todd Dormaier, Assistant Chief
Caren Wheeler, District Secretary

GUESTS:

Jack Derderian
Scott Hawley
Rachael Voegel
Dyllan Blair
Mason Everitt
Ella

ABSENT: None.

PLEDGE OF ALLEGIANCE

ADDITIONS TO THE AGENDA:

- Excuse Barry Orth from 11/6/23 Meeting under Personnel.
- Approval 2024 Line-Item Budget after Executive Session.

AGENDA AND MINUTES:

- Approval of the Agenda for the Regular Board Meeting dated 11-13-2023.
- Approval of the Regular Board Meeting Minutes dated 11-06-2023.

Commissioner Howell moved to approve the agenda for the Regular Meeting dated November 13, 2023, and moved to approve the minutes of the Regular Board Meeting dated November 6, 2023. Commissioner Rouse seconded, and the motions passed.

IMPORTANT DATES:

- **11-18-23, Tri-County Meeting, 9:00 AM, Walla Walla**
- 11-23-23, Holiday – Thanksgiving – Office Closed
- 11-24-23, Holiday – Thanksgiving Friday – Office Closed
- 12-09-23, Winterfest
- **12-11-23, B2 Commissioners' Meeting, 6:00 PM, STA 210**
- 12-16-23, Christmas Party, 4:00 PM, STA 210
- **12-18-23, B2 Commissioners' Meeting, 3:30 PM, STA 210**
- 12-25-23, Holiday – Christmas – Office Closed
- 12-26-23, Holiday – Christmas Eve Observed – Office Closed

VOUCHERS:

The following Vouchers are approved for payment from Fund **6821-101**:

Payroll Direct Deposit, in the amount of \$ 46,320.45,

Payroll Voucher, in the amount of \$ 36,709.28,

Bill Vouchers, in the amount of \$ 18,279.02,

Grand Total of \$ 101,308.75

Commissioner Howell moved to approve and pay Payroll Direct Deposit, in the amount of \$46,320.45, Payroll Vouchers in the amount of \$36,709.28 and Bill Vouchers in the amount of \$18,279.02; for a Grand Total of \$101,308.75. Commissioner Rouse seconded, and the motions passed.

PUBLIC COMMENT: None.



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CITY OF BENTON CITY: *None.*

CORRESPONDENCE: *None.*

FINANCIALS: *None.*

FIRE CHIEF'S REPORT: Dennis Bates, *Fire Chief*

- Live fire training for recruits on 11/18/23

UNFINISHED BUSINESS:

- BCFPD#2 Association Update – *None.*
- Equipment – *None.*
- STA 210 Upgrades – *None.*
- Conferences:
 - Northwest Leadership Seminar – March 6-8, 2024, Portland, OR

NEW BUSINESS:

- 2024 Commissioner Calendar review

BUDGET:

- Adopt Resolution 2023-04, Resolution of Annual Fire Levy Budget for 2024.

Commissioner Howell moved to adopt Resolution 2023-04 Annual Fire Levy Budget for 2024. Commissioner Rouse seconded, and the motion passed.

- Adopt Resolution 2023-05, Resolution of Annual EMS Levy Budget for 2024.

Commissioner Howell moved to adopt Resolution 2023-05 Annual EMS Levy Budget for 2024. Commissioner Rouse seconded, and the motion passed.

- Adopt Levy Certification for 2024.

Commissioner Howell moved to adopt Levy Certification for 2024. Commissioner Rouse seconded, and the motion passed.

- Adopt Resolution 2023-06, Resolution of Annual Budget for 2024.

Commissioner Howell moved to adopt Resolution 2023-06 Annual Budget for 2024. Commissioner Rouse seconded, and the motion passed.

UNION: *None.*

PERSONNEL:

- Excuse Chairperson Orth from Commissioners' Meeting dated 11-16-23.

Commissioner Howell moved to excuse Chairperson Orth from Commissioners' Meeting dated November 6, 2023. Commissioner Rouse seconded, and the motion passed.

AGENDA ITEMS FOR NEXT MEETING: *None.*



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EXECUTIVE SESSION:

- **Executive Session for Personnel Qualifications and/or Performance Review per RCW 42.30.110(1)(g)** (*Evaluate the qualifications of an applicant for public employment or review the performance of a public employee.*)

An Executive Session was called for 30 minutes to discuss admin staff contracts and performance reviews. The session opened at 3:52 PM in Chief Bates' office. At 4:22 PM, the session was extended fifteen (15) more minutes. The executive session closed at 4:27 PM, and the Regular Meeting reconvened.

ACTIONS:

- The board approved a 4% increase for 2024 salaries for District Secretary and Part-time Secretary/Financial Officer.

BUDGET (cont):

- Adopt line-item Budget for 2024 with changes to Admin salaries.

Chairperson Orth moved to adopt the Line-Item Budget for 2024 with changes to Admin salaries. Commissioner Howell seconded, and the motion passed.

ADJOURNMENT:

Commissioner Howell moved that the meeting be adjourned. Commissioner Rouse seconded. There being no further business, Chairperson Orth adjourned the meeting at 4:30 PM.

Attested on: _____

CAREN WHEELER, DISTRICT SECRETARY

BARRY G. ORTH, CHAIRPERSON

LARRY D. HOWELL, COMMISSIONER

LEWIS S. ROUSE, COMMISSIONER