



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

November 14, 2022

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  
Steve Rouse, Commissioner  
Larry Howell, Commissioner  
Dennis Bates, Asst. Fire Chief  
Caren Wheeler, District Secretary

GUESTS:

John Derderian, PIO and Safety  
Jack Derderian, PIO  
Jeanne Howell  
Bill Reed, Captain  
Darrin Pettis, Captain  
Braden Mooney, Resident FF

ABSENT: Ron Duncan, Fire Chief

PLEDGE OF ALLEGIANCE

ADDITIONS TO THE AGENDA: *None.*

AGENDA AND MINUTES:

- Approval of the Agenda for the Regular Board Meeting dated 11-14-2022.
- Approval of the Regular Board Meeting Minutes dated 11-07-2022

***Commissioner Howell moved to approve the agenda, for the Regular Board Meeting, dated November 14, 2022, and moved to approve the minutes of the Regular Board Meeting, dated November 7, 2022. Commissioner Rouse seconded, and the motions passed.***

IMPORTANT DATES:

- **11-14-22, B2 Commissioners' Meeting, 3:30 PM, STA 210**
- 11-24-22, HOLIDAY: Thanksgiving Day, Office Closed
- 11-25-22, HOLIDAY: Thanksgiving Friday, Office Closed
- **12-05-22, B2 Commissioners' Meeting, 6:00 PM, STA 210**
- **12-12-22, B2 Commissioners' Meeting, 3:30 PM, STA 210**

VOUCHERS:

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

Payroll Direct Deposit, in the amount of \$42,583.06;

Payroll Voucher, in the amount of \$34,063.82;

Bill Vouchers, in the amount of \$11,899.74;

*Grand Total of \$88,546.62*

***Commissioner Howell moved to approve and pay Payroll Direct Deposit, in the amount of \$42,583.06, Payroll Vouchers in the amount of \$34,063.82, and Bill Vouchers in the amount of \$11,899.74; for a Grand Total of \$ 88,546.62. Commissioner Rouse seconded, and the motions passed.***

CITY OF BENTON CITY: *Bill Reed – Nothing new to report. Commissioner Rouse inquired about City Hall property (the buildings). Bill Reed stated that it is currently under discussion.*

PUBLIC COMMENT: *None.*

CORRESPONDENCE: *None.*

FINANCIALS: *None.*



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FIRE CHIEF'S REPORT: *None.*

UNFINISHED BUSINESS:

- BCFPD#2 Association Update – *None.*
- Equipment – *None.*
- STA 210 Upgrades – *None.*
- PIO:
  - John Derderian – Year-end safety completed.
  - Jack Derderian – Article about fire safety is out.
- Conferences:
  - Leadership Conference – March 1-3, 2023, Columbia Riverfront, Portland, OR
    - Attendees: Commissioner Orth

BUDGET:

- Adopt Resolution 2022-06, Resolution of Annual Fire Levy Budget for 2023.

***Commissioner Howell moved to adopt Resolution 2022-06 Annual Fire Levy Budget for 2023. Commissioner Rouse second and the motion passed.***

- Adopt Resolution 2022-07, Resolution of Annual EMS Levy Budget for 2023.

***Commissioner Howell moved to adopt Resolution 2022-07 Annual EMS Levy Budget for 2023. Commissioner Rouse second and the motion passed.***

- Adopt Levy Certification for 2023.

***Commissioner Howell moved to adopt Resolution Levy Certification for 2023. Commissioner Rouse second and the motion passed.***

- Adopt Resolution 2022-08, Resolution of Annual Budget for 2023.

***Commissioner Howell moved to adopt Resolution 2022-08 Annual Budget for 2023. Commissioner Rouse second and the motion passed.***

NEW BUSINESS:

- Adopt Resolution 2022-09, Set dates for Regular Board of Commissioners Meetings for 2023.

***Commissioner Howell moved to adopt Resolution 2022-09, to set dates for Regular Board of Commissioners Meetings for 2023. Commissioner Rouse second and the motion passed.***

PERSONNEL: *None.*

AGENDA ITEMS FOR NEXT MEETING: Executive session.



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**EXECUTIVE SESSION:**

- **Executive Session for Personnel Qualifications and/or Performance Review per RCW 42.30.110** (*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 salaries for administrative staff. The session opened at 3:41 PM in Chief Duncan's office. The Executive Session closed at 4:07 PM, and the Regular Meeting reconvened.

- Commissioners approve a 7% increase to secretaries 2023 salaries.

***Commissioner Howell moved to approve to increase District Secretary and Part-time Secretary 2023 salaries by 7%. Commissioner Rouse 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 4:09 PM.***

Attested:

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CAREN I. WHEELER, DISTRICT SECRETARY

\_\_\_\_\_/\_\_\_\_/\_\_\_\_  
BARRY G. ORTH, CHAIRPERSON

\_\_\_\_\_/\_\_\_\_/\_\_\_\_  
LARRY D. HOWELL, COMMISSIONER

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LEWIS S. ROUSE, COMMISSIONER