



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

March 23, 2020

**REMOTE MEETING**

CALL REGULAR BOARD MEETING TO ORDER

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

THOSE PRESENT: **Via Phone**

Barry Orth, Chairperson  
Steve Rouse, Commissioner  
Larry Howell, Commissioner  
Ron Duncan, Fire Chief  
Caren Wheeler, District Secretary

GUESTS:

Dennis Bates  
Lisa Stade - **Via Phone**

THOSE ABSENT: None.

PLEDGE OF ALLEGIANCE: N/A

ADDITIONS TO THE AGENDA: None.

AGENDA AND MINUTES:

- Approval of the Agenda for the Regular Board Meeting dated 03-23-2020.
- Approval of the Regular Board Meeting Minutes dated 03-09-2020.

***Commissioner Howell moved to approve the Agenda, for the Regular Board Meeting, dated March 23, 2020, and moved to approve the Minutes of the Regular Board Meeting, dated March 9 2020. Commissioner Rouse seconded, and the motions passed.***

IMPORTANT DATES:

- **03-21-20, Appreciation Dinner, Postponed**
- **04-06-20, B2 Commissioners' Meeting, 6:00 PM, at District #2, Station 210**
- 04-12-20, Easter
- **04-20-20, B2 Commissioners' Meeting, 3:30 PM, at District #2, Station 210**

VOUCHERS:

The following Vouchers are approved for payment from Fund 6802-101:

Payroll Direct Deposit, in the amount of \$39,788.04;

Payroll Voucher, in the amount of \$33,486.57;

Bill Vouchers, in the amount of \$26,616.40;

*Grand Total of \$99,891.01*

***Commissioner Rouse moved to approve and pay Payroll Direct Deposit, in the amount of \$39,788.04, Payroll Vouchers in the amount of \$33,486.57, Bill Vouchers in the amount of \$26,616.40; for a Grand Total of \$99,891.01. Commissioner Howell seconded, and the motion passed.***

PUBLIC COMMENT:

- Lisa Stade – Ben-Franklin Transit to add 2 weeks to sick leave per State of Emergency. City Council to move to web meeting for Public.

CORRESPONDENCE: None.



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**FIRE CHIEF’S REPORT:**

- COVIS-19
  - Department is doing the best we can: set-up guidelines, safe practices, etc.
  - District Secretary Work from Home: Chief is assessing this daily. Financial Officer Shellie Canada already moved to work from home status.
  - PPE – Order supplies ahead of time. Captain Hawley, Emergency Manager, should receive supplies from FEMA this week.
  - Plans to obtain temporary isolation housing for exposed and or sick employees.
  - Cleaning station equipment and facility regularly.
  - Extra mask have been dropped donated by public.
  - BVFF and LNI – Covering COVID-19 exposure.

**UNFINISHED BUSINESS:** None at this time.

**NEW BUSINESS:** Appreciation Dinner has been postponed. Tentative date still not set.

**PERSONNEL:** None.

**AGENDA ITEMS FOR NEXT MEETING:** None.

**EXECUTIVE SESSION:** None.

**ADJOURNMENT:**

***Commissioner Howell moved that the meeting be adjourned. Commissioner Rouse seconded. There being no further business, Chairperson Orth adjourned the meeting at 3:44 PM.***

Attested:

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CAREN I. WHEELER, DISTRICT SECRETARY

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

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LARRY D. HOWELL, COMMISSIONER

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LEWIS S. ROUSE, COMMISSIONER