



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

December 19, 2024

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CALL REGULAR BOARD MEETING TO ORDER

**Chairperson Orth** called the meeting to order **4:03 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:

Cpt. Scott Hawley  
Cpt. Kale Guerin  
FF Justin Hansen  
FF Austin Fox  
FF Brayden Mooney  
FF Zane Bracy

ABSENT: *None.*

PLEDGE OF ALLEGIANCE

ADDITIONS TO THE AGENDA: *None.*

AGENDA AND MINUTES:

- Approval of the Agenda for the Regular Board Meeting dated 12-19-2024.
- Approval of the Regular Board Meeting Minutes dated 12-09-2024.

***Commissioner Howell moved to approve the agenda for the Regular Meeting dated December 19, 2024, and moved to approve the minutes of the Regular Board Meeting dated December 9, 2024. Commissioner Rouse seconded, and the motions passed.***

IMPORTANT DATES:

- 12-24-2024, HOLIDAY: Christmas Eve, Office Closed
- 12-25-2024, HOLIDAY: Christmas Day, Office Closed
- 01-01-2025, HOLIDAY: New Years Day, Office Closed
- **01-06-2025, B2 Commissioners' Meeting, 4:00 PM, STA 210, Monday**
- 01-20-2025, HOLIDAY: Martin Luther King Day, Office Closed
- **01-23-2025, B2 Commissioners' Meeting, 4:00 PM, STA 210, Thursday**

VOUCHERS:

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

Payroll Direct Deposit, in the amount of \$42,470.34,  
Payroll Voucher, in the amount of \$33,759.20,  
Bill Vouchers, in the amount of \$10,636.60,



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*Grand Total of \$ 86,866.14*

***Commissioner Howell moved to approve and pay Payroll Direct Deposit, in the amount of \$42,470.34, Payroll Vouchers in the amount of \$33,759.20, and Bill Vouchers in the amount of \$10,636.60; for a Grand Total of \$86,866.14. Commissioner Rouse seconded, and the motions passed.***

PUBLIC COMMENT: *None.*

CITY OF BENTON CITY: *None.*

CORRESPONDENCE: *None.*

FINANCIALS: *Financials up through November 2024.*

FIRE CHIEF'S REPORT:

- Chief Schuman Announced his retirement after 45 Years of Service at the Officers Meeting. It will be effective 12/31/24.
- The Christmas party went very well. Good food, good times and fun for all. Thank you to Rehab.
- Big thanks to Jim Hodgson for heading up lighting our ladder truck up for the Parade!
- Regional radio project: AFG information was submitted for the regional grants. \$2 million possible. Unknown when we will hear back on the awards. Will update when I have information.
- We have brought on 3 temporary hires to help bridge our staffing gap for the 3 FT shift positions. They are starting on 12/23/24. They are internal, A-Shift: N. Strasser, B-Shift: J. Hamilton, C-Shift: J. Hansen.
- We will be signing the agreement with NTN to advertise for the 3 FT shift positions. In January we will have all 9 Volunteer Resident Positions filled and will begin the 7-week academy. We also will have 1 FF and 1 EMS only Volunteer coming on the team. We are continuing to advertise and recruit.
- The association elected new officers last night. They were made aware of the place on the agenda at the Commissioners meeting for them to be able to report. President - D. Salas, Vice President - B. Mooney, Secretary/Treasurer - R. Pettis.



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- We are rolling out revised and new SOGs: Water Rescue, Personnel Hiring, VOL Reimbursement, crew/shift & participation, VSP, etc. More evaluations and revisions for the reminder SOG's to come next year.
  - New Training platform being implemented Q1 2025.
  - PS Trax being implemented Q1 2025.
  - We have all our frontline apparatus in service, thank you to Cpt. Pettis and the folks who helped! Working on the ACE to have the swamper in service for next year to run in front of the dozer.
  - Asking for a Clarification concerning the RECEIPT OF RESIDENT GUIDEBOOK page (last page of guidebook requiring a notarized signature of the volunteer resident) in the Resident Guidebook. We are making changes to the program and updating the guidebook. The updates are to reflect the increase to stipend, change the point structure, change the living in the station requirement for better utilization of our rooms, qualification for use of the rooms in the SF, reflect the change and integration of the resident TB into their New Hire TB, cleanup of verbiage to clarify their volunteer status and fix formatting of the guidebook. It states in the 2nd and 3rd paragraphs that the Board of Fire Commissioners approval is required as it relates to employment. As it is stated in my contract as Fire Chief I have "Hire/Fire" capability per the Board. Per commissioners' approval we will change the verbiage to reflect "Fire Chief" in both areas.

**Chairperson Orth moved to approve the verbiage change in the Resident Handbook from Board of Fire Commissioners to Fire Chief. Commissioner Howell seconded, and the motion passed.**

**UNFINISHED BUSINESS:**

- BCFPD#2 Association Update – *New board has been elected.*
- Equipment – *None.*
- STA 210 Upgrades – *None.*
- PIO – *None.*
- Safety (Captain Mike Meyer) – *None.*
- Conferences: *Northwest Leadership Conference: March 5-7, 2025*
  - *Attendees: Orth, Rouse, Guerin, and Dormaier*



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**NEW BUSINESS:**

- 2024 Budget YTD as of November 2024 plus December 2024 expenses.

**PERSONNEL:**

- Retiring: Kelvin Schuman 12/31/2024 (46 years and 10 months)

**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 4:27 PM.***

Attested on: \_\_\_\_\_

\_\_\_\_\_  
CAREN WHEELER, DISTRICT SECRETARY

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

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

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LEWIS S. ROUSE, COMMISSIONER