



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

November 6, 2025

---

CALL THE REGULAR BOARD MEETING TO ORDER

**Chairperson Orth** called the meeting to order at **4:01 PM** at District 2, Station 210.

THOSE PRESENT:

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

GUESTS:

Jeannie Howell  
K. Guerin  
S. Hawley

ABSENT: Todd Dormaier, *Assistant Chief*

PLEDGE OF ALLEGIANCE

ADDITIONS TO THE AGENDA: *None.*

AGENDA AND MINUTES:

- Approval of the Agenda for the Regular Board Meeting dated 11-06-2025.
- Approval of the Regular Board Meeting Minutes dated 10-27-2025.
- Approval of the Regular Board Meeting Minutes dated 10-06-2025.
- Approval of the Budget Workshop Minutes dated 10-09-2025.

***Commissioner Howell moved to approve the agenda for the Regular Meeting dated November 6, 2025, moved to approve the minutes of the Regular Board Meeting dated October 27, 2025, moved to approve the minutes of the Regular Board Meeting dated October 6, 2025, and moved to approve the minutes of the Budget Workshop Meeting dated October 9, 2025. Commissioner Rouse seconded, and the motion passed.***

IMPORTANT DATES:

- 11-10-2025, B2 Fire COMM Meeting, 4:00 PM, STA 210 (moved to 11/06/25)
- 11-11-2025, Holiday: Veteran's Day, Office Closed
- **11-17-2025, Public Hearing, 3:30 PM, STA 210**
- **11-17-2025, B2 Fire COMM Meeting, 4:00 PM, STA 210, Monday**
- 11-27-2025, Holiday: Thanksgiving, Office Closed
- 11-28-2025, Holiday: Thanksgiving Friday, Office Closed
- **12-08-2025, B2 Fire COMM Meeting, 4:00 PM, STA 210, Monday**

VOUCHERS:

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

Bill Vouchers, in the amount of \$ 54,664.61

***Commissioner Rouse moved to approve and pay Bill Vouchers in the amount of \$54,664.61. Commissioner Howell seconded, and the motion passed.***

PUBLIC COMMENT: *None.*

CITY OF BENTON CITY: *None.*



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

November 6, 2025

---

CORRESPONDENCE:

- WFCA 2026 State Conference Dates and hotel information.
- Leadership Conference Speaker List and Agenda.
- Life AD&D Commissioners Annual 2026

FINANCIALS: *None.*

FIRE CHIEF'S REPORT:

- School has reached out for us to participate in their college and careers fair. We will have a representative there that day.
- Captain Guerin will be out of state next week.
- We will be doing applicant Assessment on Sunday and Monday for the Firefighter EMT position. Out of 50+ applicants about 12 have made the cut to this portion of our review.
- Chief Dormaier put in for the GESA Hero's grant, and we have received \$14,000 for that grant which will go to turnout gear, I believe.

UNFINISHED BUSINESS:

- Asst Chief Dormaier/PIO – *None.*
- **Training (Cpt. Kale Guerin)**
  - 8 recruits currently in academy.
  - Hiring process for FF/EMT going well. Assessment review this coming Sunday and Monday.
  - Live Fire training will be in December.
  - Digital dashboards are up around the station.
  - Working on officer certification events.
- Safety (Cpt. Mike Meyer) – *None.*
- BCFPD#2 Association – *None.*
- Conferences:
  - Leadership Conference, March 4-6, 2026, (Portland, OR)
    - *Attending: Dormaier, Orth, Rouse*

NEW BUSINESS:

- Records Management:
  - Records Shred: Document shred was completed October 31, 2025, for financial records only for 2019 and older.
  - Records Archival: Records that need to be archived through the state will be district minutes and resolution. District will scan all documents before they are shipped to



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

November 6, 2025

the State. State will also give us a quote for the shipping and process for the archival of these records.

2026 BUDGET:

- Public Hearing Date: **November 17, 2025, 3:45 PM**

BVFF:

- APPROVAL OF NEW INCIDENT REPORT CLAIM:
  - Incident Date 09-16-25, Volunteer Firefighter
  - Incident Date 09-27-25, Volunteer Firefighter

**Chairperson Orth moved to accept and submit to BVFF New Incident Report Claims for Volunteer Personnel listed. Commissioner Howell seconded, and the motion passed.**

- APPROVAL OF BVFF Invoice Voucher list dated 11/06/25 (separate sheet)

**Chairperson Orth moved to accept and submit to BVFF for payment, the Invoice Vouchers listed on BVFF Invoice Vouchers list dated 11/06/25. Commissioner Howell seconded, and the motion passed.**

PERSONNEL: None.

AGENDA ITEMS FOR THE 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 4:44 PM.**

Attested on: \_\_\_\_\_ November 17, 2026

\_\_\_\_\_/s/\_\_\_\_\_  
CAREN WHEELER, DISTRICT SECRETARY

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

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

\_\_\_\_\_/s/\_\_\_\_\_  
LEWIS S. ROUSE, COMMISSIONER