



**LEWIS COUNTY FIRE PROTECTION DISTRICT NO #14
BOARD OF COMMISSIONERS
REGULAR MEETING**



December 8, 2011

CALL TO ORDER

The regular meeting of the Board of Commissioners was called to order by Chairman Red Rogers at 7:00pm at the Main Station located at 9978 U.S. Hiway 12, Randle, WA. 98377

FLAG SALUTE

Chief Jeff Jaques opened the meeting with the flag salute

PRESENT

Present: Commissioner John Pollman, Chairman Red Rogers, Chief Jeff Jaques, Recording Secretary Penny Owens

ADDITIONS/DELETIONS

Insurance Rate Class – Commissioner John Pollman

Agenda Approval

On a motion made by Chairman Red Rogers and seconded by Commissioner John Pollman:

“The December Agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Vouchers Approval

On a motion made by Commissioner John Pollman and seconded by Chairman Red Rogers:

“The December 2011 Expenditures per payment Vouchers 12001 through 12025 for a total of \$27,545.08 were approved as circulated; inclusive of LOCAL Loan payment.”

MOTION CARRIED UNANIMOUSLY

Payroll Approval

On a motion made by Chairman Red Rogers and seconded by Commissioner John Pollman:

“The December 2011 Payroll in the amount of \$6,467.00 was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Minutes Approval

On a motion made by Chairman Red Rogers and seconded by Commissioner John Pollman:

“The Minutes for the Regular Meeting dated November 10, 2011 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

SECRETARY’S REPORT

Financial report: See Attached

- Activity Report – November 2011

- Long Term Loan - Spreadsheet of the remaining balances and number of payments left
- EMS Reconcile Report - November 2011
- 2012 Calendar of Events

Correspondence: See attached list

CHIEF'S REPORT: See attached

- Chief Jeff Jaques spent a shift at the EOC on November 22

UNFINISHED BUSINESS

Operation Guidelines

- Policies: Fax/Computer/Internet Use, Use of Credit and Fuel Cards, Annual Leave, Sick Leave, Family Medical Leave, Bereavement Leave
- Will approve these and the previous set during the January 2012 Board Meeting
- Part of the numbering system will change but policy titles will remain the same

East Pierce Fire & Rescue – 1990 Pierce Pumper

- See attached response letter – offer to the highest bidder
- Some discussion on the possibility of an offer and payments to East Pierce Fire & Rescue

On a motion made by Chairman Red Rogers and seconded by Commissioner John Pollman:

“To offer East Pierce Fire & Rescue a bid of \$9,000 paid at \$3,000 a year; during June of 2012, 2013, and 2014.”

MOTION CARRIED UNANIMOUSLY

Letter from concerned Citizens of Randle

- Mailed certified letter Commissioners signed at the November Board Meeting
- The certified letter was not claimed from the concerned Citizens of Randle at the Morton PO Box
- Some discussion of the unclaimed certified letter

NEW BUSINESS

Tacoma Power – City of Tacoma – Fire Service Protection – new 5 year agreement

- Some discussion of what other district's agreements
- Do we want additional money or a lease/use of a substation to store a boat for rescue?
- Cross training with District #18

WFCA Health Care Program – Trusteed Plan – Interlocal Agreement - Resolution 004-2011

On a motion made by Commissioner John Pollman and seconded by Chairman Red Rogers:

“The Interlocal Agreement was approved and sign as circulated.”

On a motion made by Commissioner John Pollman and seconded by Chairman Red Rogers:
“Resolution #004-2011 regarding the adoption of the Interlocal Agreement was approved and signed as circulated.”

Oregon Medicare – Application Process

- With discussion of receiving payment from our patients and becoming a provider, the Commissioner agreed to complete the Oregon Medicare paperwork
- This will benefit the District in being able to bill/invoice and collect on incidents of patients residing in Oregon

2011 Budget Amendment – Resolution #005-2011

- Recording Secretary Penny Owens read Resolution #005-2011

On a motion made by Chairman Red Rogers and seconded by Commissioner John Pollman:

“The 2011 Budget Amendment – Resolution #005-2011 approved as circulated and read.”

Insurance Rate – Commissioner John Pollman

- Chief Jeff Jaques distributed the information and stated the criteria’s required to receive the lower class rating
- Certain gallons of water, certain equipment, structure within the main station, assistant with neighboring districts, certain number of people responding, unit areas responded to
- Chief Jeff Jaques is communicating with the Surveying and Rating Bureau

COMMISSIONER’S COMMENTS

Falls Road Property -

- Chief Jeff Jaques suggested creating a ground/floor plan of bays, shop, small resident, parking area, etc

Chairman Red Rogers

- Where the District will be financially and with property in 5 years
- Looks promising with loans being paid off within the next few years
- New location of main station to be out of the flood area, west of the current main station
- Substation toward the east of Randle also

ADJOURNED

With no further business, Chairman Red Rogers adjourned the meeting at 8:15p.m.

Next meeting will be held at the Main Station at 7:00pm on January 12, 2012.

A.H. Rogers, Chairman – Position #3

Penny Owens, Recording Secretary

R. John Pollman, Commissioner – Position #1

Approval Date

Dale Woody, Commissioner – Position #2

Signed & Approved - Board Mtg 1/12/2012