



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



August 13, 2015

CALL TO ORDER

The regular meeting of the Board of Commissioners was called to order by Commissioner R. John Pollman at 7:01pm at the Main Station located at 9978 U.S. Hiway 12, Randle, WA. 98377

FLAG SALUTE

Commissioner Kenneth Lindh commissioner Kenneth Lindh opened the meeting with the flag salute

PRESENT

Present: Fire Chief Jeff Jaques, Commissioner R. John Pollman, Volunteer Frank Kittock, Commissioner Kenneth Lindh, Recording Secretary Penny Owens, and Water District #1 Chairman William R. McMahan

ADDITIONS/DELETIONS

Roof – New Business

Agenda Approval

On a motion made by Commissioner Kenneth Lindh and seconded by Commissioner R. John Pollman:

“The August 2015 Agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Vouchers Approval

On a motion made by Commissioner Kenneth Lindh and seconded by Commissioner R. John Pollman:

“The August 2015 Expenditures per payment Vouchers 150801001 through 150801025 for a total of \$5,517.59 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Minutes Approval

On a motion made by Commissioner R. John Pollman and seconded by Commissioner Kenneth Lindh:

“The Minutes for the Regular Meeting dated July 9, 2015 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

SECRETARY’S REPORT

Financial report: See Attached

- Activity Report – July 2015 TOTAL \$185,559.84
 - General \$147,842.49
 - EMS \$37,717.35
- EMS Account Receivable Billing Report – July 2015 \$23,399.61

- MVC Accounts Receivable Billing Report - July 2015 \$3,715.00
- Imprest Account – Columbia Bank - July 2015 \$100.00

Correspondence: See attached list

CHIEF’S REPORT: See attached

- Waiting for another bid for generator

UNFINISHED BUSINESS

Payroll Hours – District Secretary Penny Owens – additional 4 hours/month -

- Training, setting up banking, direct deposits ect - additional time

On a motion made by Commissioner R. John Pollman and seconded by Commissioner Kenneth Lindh:

“Additional time of 4 hours/month for District Secretary Penny Owens for employer’s payroll duties to start with August 2015 payroll was approved as discussed.”

MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

Lewis County Water District #1 Randle – Interlocal agreement for Administrative Services from Lewis County Fire District #14

- After some discussion of benefits of both water and fire districts in Randle
- Chairman William R. McMahan shared their Water district is pleased with this transition

On a motion made by Commissioner R. John Pollman and seconded by Commissioner Kenneth Lindh:

“The Interlocal Agreement between Lewis County Water District #1 and this Fire District for Administrative Services that will be provided by this Fire District’s District Secretary for 5 hours/ monthly with the possibility of a few additional hours during organizing, year end, and etc was approved as discussed.”

MOTION CARRIED UNANIMOUSLY

Water District Administrative Service - additional hours for District Secretary Penny Owens 5 hours/month on regular basis, possibly more with organizing, year end, and etc

On a motion made by Commissioner Kenneth Lindh and seconded by Commissioner R. John Pollman

“Additional time of 5 hours/month for District Secretary Penny Owens for Administrative Service duties for Lewis County Water District #1 duties with the possibility of a few more hours occasionally during organizing, year end, and etc was approved as discussed.”

MOTION CARRIED UNANIMOUSLY

Roof – Cispus Station #2 and on mail station #1 - estimate – Fire Chief Jeff Jaques

- Fire Chief Jeff Jaques received one estimate from Rook Doctor for both - see attached
- Need two additional estimates

- Fire Chief Jeff Jaques would like to get those estimates and meet back within two weeks to make a decision
- Need to consider weather and time frame of monthly board meetings
- Commissioners agreed to meet back in two weeks with exact date set later to make a decision on rood repair on both the Cispus Station and the Main station

Payroll Approval

On a motion made by Commissioner R. John Pollman and seconded by Commissioner R. John Pollman:

“The August 2015 Payroll in the amount of \$7,283.50 (Gen \$2,913.40 & EMS \$4,370.10) was approved as circulated.”

Commissioners’ comments: this includes District Secretary Penny Owens’ the 4 additional hours for payroll duties and 11.75 total hours for Water District Administrative Services

MOTION CARRIED UNANIMOUSLY

COMMISSIONER’S COMMENTS

ADJOURNED

With no further business, Commissioner R. John Pollman adjourned the meeting at 7:39p.m.

Next meeting will be held in approximately 2 weeks to make a decision on the roofs at the Main Station.

Not present during this meeting

A.H. Rogers, Chairman – Position #3

Penny Owens, Recording Secretary

R. John Pollman, Commissioner – Position #1

Approval Date

Kenneth Lindh, Commissioner – Position #2

Approved & Signed - Board Meeting 9/10/2015