



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



December 10, 2015

CALL TO ORDER

The regular meeting of the Board of Commissioners was called to order by Commissioner R. John Pollman at 7:06pm at the Main Station located at 9978 U.S. Hiway 12, Randle, WA. 98377

FLAG SALUTE

Fire Chief Jeff Jaques opened the meeting with the flag salute

PRESENT

Present: Commissioner R. John Pollman, Fire Chief Jeff Jaques, Commissioner Kenneth Lindh, and Recording Secretary Penny Owens

ADDITIONS/DELETIONS

none

Agenda Approval

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

“The December 2015 Agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Vouchers Approval

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

“The December 2015 Expenditures per payment Vouchers 151201001 through 151201024 for a total of \$9,408.24 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Payroll Approval

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

“The December 2015 Payroll in the amount of \$9,371.92 (Gen \$3,748.76 & EMS \$5,623.16) was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Minutes Approval

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

“The Minutes for the Regular Meeting dated November 12, 2015 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

SECRETARY’S REPORT

Financial report: See Attached

- Activity Report – November 2015 TOTAL \$208,927.01
 - General - \$164,396.40
 - EMS - \$29,530.63
 - Imprest Acct - \$14,999.98
- EMS Account Receivable Billing Report – November 2015 \$35,104.81
- MVC Accounts Receivable Billing Report - November 2015 \$3,030.00

Correspondence: See attached list

CHIEF’S REPORT:

- November - 24 calls; above average
- Crew went out in the community and distributed the flood predictions
- Discussion of the flood in the district, rescue of various people

UNFINISHED BUSINESS

Roof Completion - Fire Chief Jeff Jaques

Randle Woods – Cispus Station - roof complete and looks great
 Still need gutters and needs outside lights at Cispus station
 Roof Doctor – Main Station
 Waiting for a break in the weather

Generator – 2015 Grant – EC Powers – Fire Chief Jeff Jaques

- Suppose to ship on the 30th. Will be delayed because of a strike

Fire Chief Jeff Jaques Contract – signed 8/14/2014 – Vacation Sell Back & Sick Leave Maximum

- Vacation Sell Back - up to 80 hours annually – Commissioners suggested Fire Chief Jeff Jaques to take vacation, if possible
- Sick Leave maximum – 1,200 hours – as stated in Contract: no payout of accrued sick leave hours

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

“The Amendment of Vacation Sell Back up to 80 hours annually and Sick Leave maximum of 1,200 hours were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Voucher Approval - Fire Chief Jeff Jaques sell back 56 Vacation hours

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

“A Payroll Voucher in the amount of \$1,600.40 for Fire Chief Jeff Jaques sell back of 56 vacation hours was approved and signed as circulated.”

MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

John Pollman - Oath of Office

- Commissioner R. John Pollman read his Oath of Office - 6 years starting January 1, 2016
- Commissioner R. John Pollman and District Secretary Penny Owens signed the oath of office
- Will be mailed to Lewis County Auditor’s office to be recorded

Aid Car – Fire Chief Jeff Jaques

- Discussion of replacing the 1988 Ford Aid 14-2 in Cispus with the 2003 Ford Aid 14-1 and purchase new Aid Car for main station
- Discussion of the volunteers we currently have in the Cispus are to operate Aid Car
- 2003 Ford Aid 14-1 - Close to 100,000 miles
- Discussion if grants available for EMS – Fire Chief Jeff Jaques as looked
- Possibly a state loan

Insurance – Commissioner R. John Pollman

- Karen Miltenberger of Nicholson & Assoc. contacted Commissioner R. John Pollman and informed him the VFIS Term life and AD&D not working well and suggested a change
- Provident is comparable and same premium price range
- Invoice will need to be paid when arrives in office instead of waiting until 13th month billing

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

“Commissioners signed the cancellation and agreed to go forward with Provident Term Life and AD&D policy which is comparable on coverage and premium.”

MOTION CARRIED UNANIMOUSLY

Budget 2016

- WA Dept of Revenue Resolution #16-001 GEN and #16-002 EMS
- Levy Certification

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

“Commissioners approved and signed WA Dept of Revenue Resolutions #16-001 GEN and #16-002 EMS for the 2016 Budget.”

District Secretary Penny Owens signed the Levy Certification for the Dept of Revenue

MOTION CARRIED UNANIMOUSLY

COMMISSIONER’S COMMENTS

Discussion and concern of a new building and location for a new main station; the flood this week was an confirmation of the need and danger of the flood water into the main station

ADJOURNED

With no further business, Commissioner R. John Pollman adjourned the meeting at 8:27p.m.

Next meeting will be held at the Main Station at 7:00pm on January 14, 2016

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 Jan. 14, 2016