



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



June 8, 2015

CALL TO ORDER

The regular meeting of the Board of Commissioners was called to order by Chairman Red Rogers at 7:08pm 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 John Pollman, Commissioner Kenneth Lindh, Fire Chief Jeff Jaques, Recording Secretary Penny Owens, Volunteer Frank Kittock, and Chairman A.H. Red Rogers

ADDITIONS/DELETIONS

none

Agenda Approval

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

“The June 2015 Agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Vouchers Approval

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

“The June 2015 Expenditures per payment Vouchers 10601001 through 50601023 for a total of \$4,247.44 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Payroll Approval

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

“The June 2015 Payroll in the amount of \$7,080.00 (Gen \$2,832.00 & EMS \$4,248.00) 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 May 14, 2015 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

SECRETARY'S REPORT

Financial report: See Attached **note:** LC Treasurer Reports have not been received (early date)

- Activity Report – May 2015 TOTAL \$203,816.72
 - General \$160,118.32
 - EMS \$43,698.40
- EMS Account Receivable Billing Report – May 2015 \$18,101.61
- MVC Accounts Receivable Billing Report - May 2015 \$4,215.00

Correspondence: See attached list

Chief's Report: See attached

- **Discussed a previous volunteer** who had some anger issues wanting to be involved in the fire department as a vehicle washer, not as a volunteer member. Commissioners asked a few questions and shared concerns; Fire Chief Jeff Jaques shared his concerns. Liability issues are a huge concern because as a non member he is not covered on insurance liability.

Commissioners and Fire Chief Jeff Jaques made a decision to not allow him to come back as a vehicle washer because of the liability risk and previous anger issues.

- **ID Cards** – in need of a new easier process for annual ID Cards.
 - Cost approximately between \$900 and \$1,300 for ID card printer.
 - These cards are for all members, commissioners, and staff.

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

“For Fire Chief Jeff Jaques to purchase a new ID Card Printer at the approximate cost between \$900 to \$1,300.”

MOTION CARRIED UNANIMOUSLY

- **LED Reader Board** – Randle Fire Association will pay half the price
 - 102” wide x 19” tall - Total cost approximately \$3,300 - holds 300 messages
 - After some discussion of the advantage, convenience, and liability of ladder use with the current reader board

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

“For Fire Chief Jeff Jaques to continue with the process with the Randle Fire Association to purchase the LED Reader Board with Fire District cost half of the full prices, approximately \$1,650.”

MOTION CARRIED UNANIMOUSLY

- **Local Chaplains’** - Crazy Louie and Tim Walker with Reconciled Christian Church (formally Randle Baptist Church)

UNFINISHED BUSINESS

Payroll Process Questions - District Secretary Penny Owens

- See attached list for details of process over the next few months
- August and September - practice payroll months
- October - Live payroll

NEW BUSINESS

Facility Use Policy – updated wordage on page 1 and 2 - Fire Chief Jeff Jaques

- o “At no time will the District be responsible for non-department owned equipment left on site.”
- o Discussion of the importance of renters to remove all their equipment and items from the hall so the Fire District is not liable for loss or damaged items

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

“To update the Facility Use Policy to include the quote **“At no time will the District be responsible for non-department owned equipment left on site”** on page 1 and 2.”

MOTION CARRIED UNANIMOUSLY

1985 VO26 GMC Truck with Foam System - Fire Chief Jeff Jaques

- o Has not been used for quite a while
- o Glenoma Fire District #18 is interested in this vehicle
- o Suggested to surplus for \$2000

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

“Surplus the GMC Truck with the Foam System for \$2,000 if possible.”

MOTION CARRIED UNANIMOUSLY

COMMISSIONER’S COMMENTS

Commissioner Kenneth Lindh discussed the seminar he attended in Chelan over the weekend of June 5 - 7. The weekend was sponsored by WFCA and Rick Management Group. Mike McCall covered personal risk management. 38 million lawsuits in this country; Washington State has the highest number of law suits followed by Colorado. Friday Ken met Joe Quinn, Attorney and his son, Erik who is also a Fire Attorney, Ken discussed with Erik marijuana laws in the fire departments. Ken felt it was a successful weekend of information for the fire district and public relations.

ADJOURNED

With no further business, Chairman A.H. Red Rogers adjourned the meeting at 8:02 p.m.

Next meeting will be held at the Main Station at 7:00pm on July 9, 2015.

A.H. Rogers, Chairman – Position #3

Penny Owen, Recording Secretary

R. John Pollman, Commissioner – Position #1

Approval Date

Kenneth Lindh, Commissioner – Position #2

Approved & Signed - Board Meeting July 9, 2015