



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



**December 8, 2016 cancelled because of weather conditions
Rescheduled December 14, 2016**

CALL TO ORDER

The regular meeting of the Board of Commissioners was called to order by Chairman R. John Pollman at 5:30pm at the Main Station located at 9978 U.S. Hiway 12, Randle, WA. 98377

PRESENT

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

ADDITIONS/DELETIONS

Volunteer Point Voucher, Jaques Vacation Buy Out

Agenda Approval

On a motion made by Commissioner Frank Kittock and seconded by Commissioner Kenneth Lindh:

“The December 2016 Agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Vouchers Approval

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

“The December 2016 Expenditures per payment Vouchers 162001 through 162031 for a total of \$18,884.10 were approved as circulated.”

Commissioners' comments: Inclusive of Loan Payment

MOTION CARRIED UNANIMOUSLY

“The December 2016 Volunteer Mileage Expenditures per payment Vouchers 161203001 through 161203006 for a total of \$1,461.00 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Payroll Approval

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

“The December 2016 Payroll Voucher in the amount of \$9,454.45 (Gen \$3,781.77 & EMS \$5,672.68) was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

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

“The December 2016 Volunteer Points Voucher in the amount of \$3,623.51 (Gen \$1,449.40 & EMS \$2,174.11) was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

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

“The Vacation Buy Out – Jaques 2016 40 hours Voucher in the amount of \$1,143.14 (Gen \$457.26 & EMS \$685.88) was approved as circulated.”

Commissioners’ comments: Commissioner Kenneth Lindh verified if this buy out option is a onetime option or in Fire Chief Jeff Jaques’ contract; in the contract

MOTION CARRIED UNANIMOUSLY

Minutes Approval

On a motion made by Commissioner Frank Kittock and seconded by Commissioner Kenneth Lindh:

“The Minutes for the Regular Meeting dated November 10, 2016 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

SECRETARY’S REPORT

Financial report: See Attached

- Activity Report – November 2016 TOTAL \$251,280.70
 - General \$214,650.00
 - EMS \$26,632.43
 - Columbia Bank Imprest Acct \$9,998.27
- EMS Account Receivable Billing Report – November 2016 \$21,627.09
- MVC Accounts Receivable Billing Report - November 2016 \$1,115.00

Correspondence: See attached list

- Risk Management - Active Shooting Training – Feb 8,
 - John has signed up, Jeff and some volunteer will sign up also

CHIEF’S REPORT: See attached

- Changed the volunteer point-value calendar year; start date from Nov 1 to Oct 1
- Radio, used from East Pierce Fire and Rescue
 - 10 radios, \$200 each
 - Commissioners will send letter and request interest in the purchase of these radios
 - New radios of this model approx. \$1,200

UNFINISHED BUSINESS

Doors of Bays in Fenced area – Commissioner Kenneth Lindh & Fire Chief Jeff Jaques

- Hold on ordering doors until Spring, gravel and preparation this winter

Light Replacement – Fire Chief Jeff Jaques LC PUD Grant

- Project at all stations is now complete

Lucas 2 – Fire Chief Jeff Jaques

- Upgraded to Lucas # 3
- Increase in price about \$600, should be arriving in the next week or so

GMET – Federal ambulance reimbursement - Fire Chief Jeff Jaques

- Fire Chief Jeff Jaques discussed the program

- Each department will have the formula to determine the percentage of EMS reimbursement
- Program has already been approved by federal government

Cispus – Sheetrock - Fire Chief Jeff Jaques

- Waiting for Lonny from Glenoma to start the project

DOT for driveway - Commissioner Kenneth Lindh

- Discussion of the drive access, Commissioners would prefer 2 accesses
- Fire Chief Jeff Jaques needs to email copies to DOT of the 2 parcel

NEW BUSINESS

Survey – New Property – Fire Chief Jeff Jaques

- Commissioners agreed a great idea; it is important to clarify the lines
- Stakes be placed on corners - Fire Chief Jeff Jaques is going to ask the last surveyors
- Fire Chief Jeff Jaques will move forward on contacting the surveyors

COMMISSIONER’S COMMENTS

No additional discussion

ADJOURNED

With no further business, Chairman R. John Pollman adjourned the meeting at 6:04p.m.

Next meeting will be held at the Main Station at 7:00pm on January 12, 2017.

 Commissioner Frank Kittock – Position #3 Penny Owens, Recording Secretary

 Chairman R. John Pollman – Position #1 Approval Date

Approved & Signed 1.12.2017

 Kenneth Lindh, Commissioner – Position #2