

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



May 12, 2016

#### **CALL TO ORDER**

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

#### **FLAG SALUTE**

Commissioner Kenneth Lindh opened the meeting with the flag salute

#### **PRESENT**

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

#### ADDITIONS/DELETIONS

None

## **Agenda Approval**

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

"The May 12, 2016 Agenda was approved as circulated."

MOTION CARRIED UNANIMOUSLY

#### **Vouchers Approval**

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

"The May 2016 Expenditures per payment Vouchers 160501001 through 160501029 for a total of \$10,524.31 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 May 2016 Payroll Voucher in the amount of \$10,114.63 (Gen \$4,045.85 & EMS \$6,068.78) were approved as circulated."

MOTION CARRIED UNANIMOUSLY

## **Minutes Approval**

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

"The Minutes for the Regular Meeting dated April 14, 2016 were approved as circulated."

MOTION CARRIED UNANIMOUSLY

#### SECRETARY'S REPORT

Financial report: See Attached

May 12, 2016 Minutes Lewis County Fire Protection District #14

page 1 of 4

- Activity Report April 2016
   TOTAL \$184,572.04
  - o General \$152.678.48
  - o EMS \$21.895.29
  - o Columbia Bank Imprest Acct \$9,998.27
- EMS Account Receivable Billing Report April 2016 \$23,999.79
- MVC Accounts Receivable Billing Report April 2016 \$3,595.00
- LC Fire Commissioners Assoc RSVP
- Columbia Bank Commissioners, Fire Chief, and District Secretary all signed the agreement and resolution were completed to add Commissioner Frank Kittock

Correspondence: See attached list

#### CHIEF'S REPORT: See attached

Discussion of local dispatch issues and concerns

#### **UNFINISHED BUSINESS**

New Property - Fire Chief Jeff Jaques verified the hazard documents are in order

# WA State Local Loan Program:

- Form of Reimbursement Resolution #16-005
- Certificate Designating Authorized Agency Representatives
- Form of Authorizing Resolution #16-004

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

"To continue the process of the Real Estate loan through WA State Local Loan the Commissioners agreed to the documents and were approved as circulated."

MOTION CARRIED UNANIMOUSLY

## **Department of Transportation - Commissioner Kenneth Lindh**

- DOT will not give two entrances on the new property because both parcel in same name
- DOT can make the drive access larger; will work for access of the emergency vehicles as needed
- Need of replacement of culvert and additional fill dirt

Commissioners are in full agreement; Commissioner Kenneth Lindh and Fire Chief Jeff Jaques will determine the width of the drive access. Commissioner Kenneth Lindh will continue discussion with DOT and process as need to complete.

- Water Meter \$5,000 Lewis County Water District #1 Fire Chief Jeff Jaques
- Power Pole Fire Chief Jeff Jaques will discuss with LC PUD
- Fire Station Design Fire Chief Jeff Jaques is continuing to look for station plans to be approved by the board and "shovel ready"

## **Power Cots** – Fire Chief Jeff Jaques - see attached estimates

- Discussion of the research of Stryker and Ferno; Ferno has lights, seems easier access in the ambulance
- Volunteers recommended the Ferno power Cot
- Ferno lease to own option
- Stryker no interest loan for 3 years.

page 2 of 4

- Commissioners watch several videos on power cots
- Discussion among the Commissioners, Fire Chief Jeff Jaques, and Volunteer William Whitnell

Commissioners and Fire Chief Jeff Jaques agreed on purchasing 2 Ferno power cots and 1 Ferno power stair chair

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

"Commissioners approved Fire Chief Jeff Jaques to purchasing 2 Ferno power cots and 1 Ferno power stair chair with lease to own with the standard crash resistant mount system."

MOTION CARRIED UNANIMOUSLY

#### **Sole Source Purchase**

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

"The District will sole source purchase with Ferno because of the particular capabilities of the cot to operate forward and rear legs independently the Commissioners approved the purchase of 2 power cots and 1 power stair chair."

MOTION CARRIED UNANIMOUSLY

#### Doors on Bays in the Fenced area - Commissioner Kenneth Lindh

- Last bid approximately \$5,000 for bays doors, will need concrete slab,
- Bird are destroying the insulation, the equipment etc
- Commissioners asked Fire Chief Jeff Jaques to call and get a bid on the doors.

# **Ambulance - new -** Fire Chief Jeff Jaques - see attached spec sheets

- Ambulance spec with the new cot installed
- Will check the possibility to Tag on to another fire department spec bids through a inter local agreement; will check to verify if same requirements

#### **NEW BUSINESS**

WFCA Health Care Plan - Fire Chief Jeff Jaques daughter no longer eligible as of June 30

- Will discuss later in the year for the 2017 premiums, less premiums for just Jeff and Coni
- Fire Chief Jeff Jaques would like to upgrade his plan to be equivalent to current premium

#### **COMMISSIONER'S COMMENTS**

Commissioner Kenneth Lindh – Fire Chief Lonnie Goble of Packwood Fire District #10 is willing to come together discuss Districts training

- Discussion among Fire Chief Jeff Jaques and Commissioners
- Commissioner Kenneth Lindh will invite Fire Chief Lonnie Goble to come to Randle Fire District's next month's Board Meeting scheduled for June 9, 2016 to discuss districts training together

# **Roofing tin - surplus items -** Chairman R. John Pollman

- Wants to make sure the other Commissioners, Fire Chief Jeff Jaques, and the community are ok with the distribution of the surplus roof tin
- Seemed to be no complaints

## **Surplus**

May 12, 2016 Minutes Lewis County Fire Protection District #14

page 3 of 4

• With agreement with the Commissioners and Fire Chief Jeff Jaques - will make sure the surplus items and conditions are explained clearly to the public

# **Lights replacement -** Fire Chief Jeff Jaques

- No surplus
- All lights and parts will be destroyed

Air Conditioning in Main Station – Fire Chief Jeff Jaques

• not working properly, will need to be looked at

## **ADJOURNED**

With no further business, Chairman R. John Pollman adjourned the meeting at 8:47p.m.

Next meeting will be held at the Main Station at 7:00pm on June 9, 2016.

Commissioner Frank Kittock – Position #3

Penny Owens, Recording Secretary

Chapproved & Signed - Board Meeting 6.9.2016

Kenneth Lindh, Commissioner – Position #2