



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



November 9, 2017

CALL TO ORDER

The regular meeting of the Board of Commissioners was called to order by Commissioner Kenneth Lindh at 6:03pm at the Main Station located at 9978 U.S. Hiway 12, Randle, WA. 98377. Meeting started late – waited for Commissioner Frank Kittock to return from incident call to have a quorum

FLAG SALUTE

Commissioner Frank Kittock opened the meeting with the flag salute

PRESENT

Present: Commissioner Kenneth Lindh, Commissioner Frank Kittock, Fire Chief Jeff Jaques, and Recording Secretary Penny Owens

ADDITIONS/DELETIONS

Trusted Plan Health – renewal for 2018

Agenda Approval

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

“The November 2017 Agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Vouchers Approval

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

“The November 2017 Expenditures per payment Vouchers 17110101 through 17110132 for a total of \$13,736.24 were approved as circulated.”

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

“The October Voucher 2017 Expenditures per payment Vouchers 1710030 for a total of \$330.00 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Payroll Approval

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

“The Payroll 2017 Payroll Voucher in the amount of \$9,560.84 (Gen \$3,824.35 & EMS \$5,736.49) was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Minutes Approval

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

“The Minutes for the Regular Meeting dated October 5, 2017 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

SECRETARY’S REPORT

Financial report: See Attached

- **Activity Report – October 2017** TOTAL \$284,306.89
 - General \$257,465.65 (does not include October interest)
 - EMS \$16,814.48
 - Columbia Bank Imprest Acct \$10,026.76
- **EMS Account Receivable Billing Report – October 2017** \$28,404.27
- **MVC Accounts Receivable Billing Report - October 2017** \$615.00
- **LCFCA - November 20 RSVP** no one will attend

Correspondence: See attached list

- **Additional Liability – Chairman R. John Pollman**
 - On hold for next month with Chairman R. John Pollman

CHIEF’S REPORT: See attached

- **5 pagers - a little under \$400 each - for new volunteers**

On a motion made Commissioner Frank Kittock and seconded by Commissioner Kenneth Lindh: “Fire Chief Jeff Jaques to purchase 5 pagers for approximately \$400 each for the new volunteers were approved as discussed.”

MOTION CARRIED UNANIMOUSLY

- **EMT class** - our district has 4 students
- **Aid car** - Minor damage from accidently hit a deer on incident call

UNFINISHED BUSINESS

DOT – Driveway Access – new property – Fire Chief Jeff Jaques

- Commissioner Kenneth Lindh
 - Good news, 2 access for new property verbally approved by DOT, Jeff Barness
 - 4 month to complete with permit process
 - Jeff suggested both accesses for the approach off the Highway 12, Ken and Jeff agreed DOT needs to come out and verify accesses
 - Discussions of black top, gravel, or concrete; asphalt will probably be the best
Commissioners and Jeff will measure accesses and move forward with permit

Cispus Station – Generator - Fire Chief Jeff Jaques

- Commissioners agreed to hire Bill Lowe to complete the generator installation

Lexipol – Guideline and Policy – Fire Chief Jeff Jaques – approval list

- Nothing new to approve

GEMT Medicaid Supplement - Ground Emergency Medical Transportation

- Fire Chief Jeff Jaques discussed the process
- Additional work hours will be needed to complete the application
- Due date to enroll is January 31, 2018; application due date March 31, 2018

1988 GMC Engine offer – Central Pierce Fire & EMS

- Waiting for Central Pierce to officially surplus

NEW BUSINESS

Jackets for Volunteers – Fire Chief Jeff Jaques

- \$95 per jacket include district logo & name on front
- 28 jackets/volunteers, approx. \$2,800

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

“Fire Chief Jeff Jaques to purchase 28 jackets for approximately \$2,800 for the new jackets with logos and names for volunteers were approved as discussed.”

MOTION CARRIED UNANIMOUSLY

Surplus Old Wood Stove at Cispus Station Fire Chief Jeff Jaques

- Fire Chief Jeff Jaques suggested \$200
- No longer needed at Cispus Station

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

“Surplus the old wood stove from the Cispus Station was approved as discussed.”

MOTION CARRIED UNANIMOUSLY

Budget 2018 - Levy Cert, Resolution 17-004 and 17-005 - see attached

▪ **EMS 2018**

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

“Approve and signed Resolution 17-004 and Levy Certification for EMS were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

▪ **GEN 2018**

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

“Approve and signed Resolution 17-005 and Levy Certification for GEN were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

▪ **2018 Budget for Lewis County Board of Commissioners**

Commissioners approved and signed the 2018 Budget for submission to LC Board of Commissioners

WFCA Trusteed Health Plan - Renewal for 2018

- Both Fire Chief Jeff Jaques and Chairman R. John Pollman participate

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

“Renewal participation in the WFCA Trusteed Plan for 2018 as discussed and signed.”

MOTION CARRIED UNANIMOUSLY

COMMISSIONER’S COMMENTS

No additional discussions

CONCLUSION OF THE MEETING

With no further business, Commissioner Kenneth Lindh closed the meeting at 7:05p.m.

Next meeting will be held at the Main Station at 5:30 pm on December 14, 2017.

Commissioner Frank Kittock – Position #3

Penny Owens, Recording Secretary

Not present during this meeting

Chairman R. John Pollman

Approval Date

Kenneth Lindh, Commissioner – Position #2

Approved & Signed - Board Mtg 12.14.2017