



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



October 5, 2017

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

FLAG SALUTE

Chairman R. John Pollman opened the meeting with the flag salute

PRESENT

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

ADDITIONS/DELETIONS

1988 GMC Engine from Central Pierce Fire & Rescue

Agenda Approval

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

“The October 2017 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 October 2017 Expenditures per payment Vouchers 1710101 through 1710128 for a total of \$27,816.70 were approved as circulated.”

Commissioners’ comments: Inclusive of Annual Insurance payment; Discussed the cost of System Design and would like to see the average monthly cost

MOTION CARRIED UNANIMOUSLY

Payroll Approval

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

“The October 2017 Payroll Voucher in the amount of \$10,017.19 (Gen \$4,006.89 & EMS \$6,010.30) was approved as circulated.”

Commissioners’ comments: Inclusive of 3rd quarter L & I

MOTION CARRIED UNANIMOUSLY

Minutes Approval

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

“The Minutes for the Regular Meeting dated September 14, 2017 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

SECRETARY’S REPORT

Financial report: See Attached

- **Activity Report – September 2017** TOTAL \$267,847.15

- General \$248,176.72
- EMS \$9,643.67
- Columbia Bank Imprest Acct \$10,026.76
- **EMS Account Receivable Billing Report – September 2017** \$30,378.33
- **MVC Accounts Receivable Billing Report - September 2017** \$1,115.00
 - Commissioners agreed to have the 2 open incidents turned over to collections
- Health Care increase for Fire Chief Jeff Jaques

Correspondence: See attached list

- Discussion of the Prorating meeting Nov 1, need to verify what the “training “mtg will include
- Mandatory sick leave required Jan 2018 – for all full time and part time employees

CHIEF’S REPORT: See attached

- EMT class at Glenoma - possibly 3-4 student from our district, Fire Chief Jeff Jaques discussed the required agreement of covering cost of class and the students commitment for 3 years, \$840 + 300 + testing - \$1,450 each student with certification
- Station – pump house rebuild, new cement, state wants written water district plan, Sue Kennedy from county with helping with expense of hooking up to Randle water district
- New Brush truck in service, waiting for emergency lights
- Fire Chief Jeff Jaques discussed the total calls per month; very busy thus far in 2017
- Main ambulance is at Rashoff, Low torque or power

UNFINISHED BUSINESS

Survey – new property – Fire Chief Jeff Jaques

- Fire Chief Jeff Jaques knows the survey markers
- Remove from agenda

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

- Commissioner Kenneth Lindh will communicate DOT
- Need verification of the driveway approaches

Cispus Station – Generator - Fire Chief Jeff Jaques

- Cements, chain link fence with lock and roof over the generator
- Will work on this soon

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

- Nothing new for approval
- Goal to complete by this winter

NEW BUSINESS

Rick Management Conference – Chairman R. John Pollman and Commissioner Kenneth Lindh

- Discussed the need to update beneficiary forms
- Special event – fireworks display, verified with Karen M. of the detonation inclusive Chairman R. John Pollman

Fire Chief Jeff Jaques discussed a fire truck – 1988 GMC Engine

- Auto trans less than 40,000 miles, 1500 gallon
- From Central Pierce Fire and Rescue on surplus
- Needs to add a ladder rack,
- Not sure on the cost, Jeff is thinking \$3,500 max.

On a motion made by Chairman R. John Pollman and seconded by Commissioner Frank Kittock: “Fire Chief Jeff Jaques to make an offer on this 1988 GMC Fire Truck from Central Pierce for \$3,500 with a maximum of \$5,000.”

MOTION CARRIED UNANIMOUSLY

Volunteer Point - Fire Chief Jeff Jaques

- Jeff asked increase from \$5,000 which is \$3.00 an incident to \$5.00 an incident
- Commissioners and Jeff discussed

On a motion made by Chairman R. John Pollman and seconded by Commissioner Frank Kittock: “To increase the Volunteer per incident from \$3.00 to \$5.00 per incident.”

MOTION CARRIED UNANIMOUSLY

COMMISSIONER’S COMMENTS

Fire Chief Jeff Jaques discussed the 911 outage between Olympia and Chehalis

- Dispatch could not reroute to Thurston county because of the place of the cut in the fiber, Jeff posed on Facebook and inform the station is open and manned for call at the local numbers
- Fire Chief Jeff Jaques request to purchase a couple of Cabalas cots to have at the station
- Cots will be helpful when the station needs to be manned for long hours or overnight like in the above situation

CONCLUSION OF THE MEETING

With no further business, Chairman R. John Pollman closed the meeting at 6:26p.m.

Next meeting will be held at the Main Station at 5:30pm on November 9, 2017.

Commissioner Frank Kittock – Position #3

Penny Owen, Recording Secretary

Chairman R. John Pollman – Position #1

Approve Date

Kenneth Lindh, Commissioner – Position #2

Approved & Signed - Board Meeting 11.09.2017