



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



**April 12, 2018**

**CALL TO ORDER**

The regular meeting of the Board of Commissioners was called to order by Chairman R. John Pollman at 5:36pm at the Main Station located at 9978 U.S. Hiway 12, Randle, WA. 98377

**FLAG SALUTE**

Commissioner Frank Kittock opened the meeting with the flag salute

**PRESENT**

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

**ADDITIONS/DELETIONS**

New Business:

**Agenda Approval**

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

“The April 2018 Agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

**Expenditure of Checks and Reimbursement Voucher to Imprest Account Approval**

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

“The April 2018 Expenditures per check # 5206 through 5233 for a total of \$16,108.15 (GEN \$4,477.85 – EMS \$11,630.30) and Reimbursement Voucher to Imprest Account for a total of \$16,108.15 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

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

“Expenditure for Brim Tractor per check # 5205 of \$11,437.58 (GEN \$11,437.58) and Reimbursement Voucher to Imprest Account for a total of \$11,437.58 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

**Payroll Approval**

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

“The April 2018 Payroll Voucher in the amount of \$10,520.71 (Gen \$4,208.30 & EMS \$6,312.41), and Reimbursement Voucher to Imprest Account for a total of \$10,520.71 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

**Minutes Approval**

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

“The Minutes for the Regular Meeting dated March 8, 2018 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

**SECRETARY’S REPORT**

**Financial report:** See Attached

- **Activity Report – March 2018 TOTAL** \$248,954.38
  - General \$207,654.44
  - EMS \$14,417.38
  - Columbia Bank Imprest Acct \$26,882.56
- **EMS Account Receivable Billing Report – March 2018** \$22,049.23
- **MVC Accounts Receivable Billing Report - March 2018** \$615.00

**Correspondence:** See attached list

**CHIEF’S REPORT:** See attached

- Bigger propane tank at main station and this tank moved to Cispus station
- Will start summertime help this next month, wage a little higher than minimum wage
- New mowing machine, Commissioners will look at after meeting

### **UNFINISHED BUSINESS**

**Property – Driveway Access – Fire Chief Jeff Jaques – Commissioner Kenneth Lindh**

- Jeff had Lewis County print off maps, same scale for each
- Placement of building on new property
- Discussion of bays increased size, vehicle clearance, back up space, , additional to increase size for storage and enlarged offices, 550 square feet in the office area
- Placement of building and access
- Meeting room with curtains to make 2 rooms with access to both bathrooms
- Commissioners agreed having the map illustration on white boards helped greatly with the discussion of building and access locations

**Cispus Station – Generator – Storage Container - Fire Chief Jeff Jaques**

- Ashe will pour gravel for generator container to sit on

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

- Nothing new

**GEMT - Medicaid Supplement**

- In the process with Public Consulting Group (PCG)
- No update, should receive additional info in the next few weeks

**Nicholson & Assoc – additional Liability - Risk Management - out for quote**

- No information from Nicholson & Assoc.

**SUV – Support Vehicle – for Fire Chief**

- No information from Nicholson & Assoc.

### **NEW BUSINESS**

**Well Tanks – Fire Chief Jeff Jaques**

- Jeff discussed – one tank has lost bladder bag, over 25 years
- \$600 + installation for each tank

On a motion made by Commissioner Frank Kittock and seconded by Chairman R. John Pollman  
“Commissioners agreed for Fire Chief Jeff Jaques to purchase and install 2 new well tanks.”

MOTION CARRIED UNANIMOUSLY

**June Monthly Board Meeting – District Secretary Penny Owens**

- Change from Thursday June 14 to Wednesday June 13 – Penny will be out of state
- Commissioners agree to change the June Board Meeting to June 13, at 5:30pm

**New light bar on the pickup, \$1,000-1,200 new – Fire Chief Jeff Jaques**

- Discussion of the light bar malfunction

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

“Commissioners agreed to approve Fire Chief Jeff Jaques purchasing a new light bar for the pickup”

MOTION CARRIED UNANIMOUSLY

CLOSURE OF THIS MEETING

With no further business to discuss, Chairman R. John Pollman closed the meeting at 6:27pm.

Next regular meeting will be held at the Main Station at 5:30 pm on May 10, 2018.

**Approved & Signed - Board Mtg 5.10.2018**

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Chairman R. John Pollman - Position #1

\_\_\_\_\_  
Recording Secretary

\_\_\_\_\_  
Commissioner Kenneth Lindh - Position #2

\_\_\_\_\_  
Approval Date

\_\_\_\_\_  
Commissioner Frank Kittock - Position #3