



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



February 14, 2019

CALL TO ORDER

The regular meeting of the Board of Commissioners was called to order by Commissioner Kenneth Lindh at 5:35pm 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, Commissioner Frank Kittock, Volunteer William Whitnell, and Recording Secretary Penny Owens

ADDITIONS/DELETIONS - EMS Levy – approval 81.4% as of 2.13.19

Agenda Approval

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

“The February 2019 Agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Expenditure and Reimbursement Voucher to Imprest Account Approval

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

“The February 2019 Expenditures per check # 5509 through 5533 for a total of \$6,868.70 (GEN \$1,487.56– EMS \$5,381.14) and Reimbursement Voucher to Imprest Account for a total of \$6,868.70 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Payroll Approval

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

“The February 2019 Payroll Voucher in the amount of \$10629.22 (Gen \$4,251.69 & EMS \$6,377.53), for Reimbursement to Imprest Account were 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 January 10, 2018 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

SECRETARY’S REPORT

Financial report: See Attached December 2018 UPDATED

- **Activity Report – December 2018 UPDATED TOTAL** \$334,371.13
 - General \$286,929.58
 - EMS \$30,612.22
 - Columbia Bank Imprest Acct \$26,829.33

Financial report: See Attached

- **Activity Report – January 2019 TOTAL** \$330,473.79
 - General \$279,883.91
 - EMS \$23,775.92

Initial _____ Date _____
Approved & Signed - 3.14.2019

- Columbia Bank Imprest Acct \$26,813.96
- **EMS Account Receivable Billing Report – January 2019** \$31,506.91
- **MVC Accounts Receivable Billing Report - January 2019** \$615.00
 - Attached letter from Systems Design regarding contact with payee
- LC Fire Commissioners Assn - RSVP Feb 18 Riverside Authority 6:30pm

Correspondence: See attached list

- X discussion of Snure Seminars and WFCAs Seminars

CHIEF’S REPORT: See attached

UNFINISHED BUSINESS

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

- Nothing new to report

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

- Attached list to review.

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

“The attached list of policies was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Ambulance – New Braun – Loan Process – Fire Chief Jeff Jaques

- Will add the knox box

SUV – new support vehicle for Fire Chief – Finance or from Budget -

- Previous meeting Commissioners stated to wait on EMS Levy results
- As stated earlier, EMS Levy passed, will discuss next meeting with Chairman R. John Pollman in attendance

Appreciation Dinner – Volunteers – Date, place, caterer, and menu

- Nothing new

NEW BUSINESS

No new business

COMMISSIONER’S COMMENTS

Commissioners signed letter to Randle residents to thank them for approval and support of the EMS Levy for years 2020-2025. Chairman R. John Pollman will sign in a few days.

- This will be distributed in the local newspapers, and posted on local business in Randle

CLOSURE OF THIS MEETING

With no further business to discuss, Commissioner Kenneth Lindh closed the meeting at 6:07pm.

Next regular meeting will be held at the Main Station at 5:30 pm on March 14, 2019.

Not Present During this Meeting

Chairman R. John Pollman – Position #1

Penny Owens, Recording Secretary

Commissioner Kenneth Lindh – Position #2

Approval Date

Commissioner Frank Kittock – Position #3

Approved & Signed - 3.14.2019