

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

February 8, 2007

FLAG SALUTE

None

CALL TO ORDER

The regular meeting of the Board of Commissioners was called to order by Commissioner A. H. Rogers, at 7:00 p.m. at the Main Station located at 9978 US Hwy. 12, Randle WA.

PRESENT

Chairman A. H. Rogers, Commissioner John Pollman, Chief Jeff Jaques, Secretary Tonya Kelly, Wanda Justice, Alice Peters, Eileen Scott, Lynn Scott, Ralph Johnson, Boyd Lang, and Roger Zeger's of Systems Design Northwest.

ADDITIONS/DELETIONS

A. Roger Zeger's, Systems Design Northwest

Roger presented the board with a detailed presentation concerning his company and the services they offer with regards to processing medical billing claims for our district. The current charge would be \$21.50 per transport as well as actual postage paid. They bill electronically and will make sure that we are in compliance with all changes and update that may required by law. The fee to transfer accounts that we have already billed would be \$31.00 per account. Following a brief discussion the commissioners decided this is the best way to handle our billing in the future. The commissioners authorized Chief Jaques to sign the contract with Systems Design for the Fire District. There was a discussion with regards to how Systems Design Northwest handles collection accounts after Mr. Zeger's had left. Secretary Kelly agreed to follow up with Systems Design NW with questions regarding that.

Motion: Moved and seconded to approve Systems Design Northwest to begin billing our transports. Motion approved and carried.

SECRETARY'S REPORT

Approval of vouchers:

Motion: Moved and seconded to approve payment of January 2007 expenditures as read and discussed, per payment vouchers 0702001 through 0702036 for a total of \$21,345.27 (\$ 3,403.97 paid out in flood damages) Motion approved and carried.

Approval of minutes:

Motion: Moved and seconded to approve the minutes of the regular meeting, January 11, 2007 as read. Motion approved and carried.

Approval of payroll:

Motion: Moved and seconded to approve the rehire of Wanda Justice at the rate of \$10.00 per hour for the purpose of training. Motion approved and carried.

Motion: Moved and seconded to approve February 2007 payroll, in the amount of \$4,840.00. Motion approved and carried.

Financial report:

No financial report was available do to uncontrollable circumstances. A draft was read and the final report will be read at the March meeting. A brief report was given on our accounts that are being handled by Fairway Collections.

Correspondence:

Received: Please see attached mail list.

Discussed: None

CHIEF'S REPORT

See written report

Chief Jaques also informed the board that the L.C. Sheriff's office is considering moving their sub-station to a different location due to the damages caused by the flooding and the likelihood of future flooding. Chief Jaques mentioned to the board that he is interested in utilizing the building for the volunteers by possibly creating a fitness center and using the building for storage as well. However, this may result in the building being raised before any of that would happen to prevent any future flood damage.

Chief Jaques also stated that the Fire Fighters Association has designated \$2,000.00 to put towards the Fire Hall restoration and had intended on reimbursing the District for the chairs that were purchased this month for the dayroom. However, it appears that the District may end up with a credit from Schoultz Construction do to the extra work that Chief Jaques has done and in that case the district would be in a position to purchase these necessary upgrades without the assistance of the Association.

UNFINISHED BUSINESS**Operating guidelines:**

Work on the guidelines is being put on hold until after the flood restoration is complete.

Main station flooding:

Chief Jaques gave a brief update on the flood restoration and stated that the project is expected to be complete by Feb. 16, 2007.

NEW BUSINESS

Copier Replacement:

Chief Jaques presented a number of proposals to the board with regards to updating our current copier. It is his opinion that we are overdue for a new machine. After a brief discussion on product and price the board was informed that we may be able to purchase a slightly used copier at a discounted rate from Capital Business Services. The board felt that may be a better option for the District and after looking over proposals on used copiers and discussions on price and service warranties the commissioners made a motion to purchase the used Sharp copier from Capital Business Supplies.

Motion: Moved and seconded to purchase the reconditioned Sharp #AR-280U from Capital Business Machines. Motion approved and carried.

Commission Position 2 Vacancy:

Commissioner Pollman asked for the names of anyone interested in the vacant commissioner's position. Wanda Justice, Boyd Lang and Dale Woody were the three persons who would like to fill the position. Chairman Rogers suggested we do an interview process to handle the applicants.

Executive Session:

The board adjourned to executive session at 8:00 p.m. to discuss the best way to handle the appointing of a new commissioner with regards to the three interested applicants.

The meeting was reconvened at 8:10 p.m. Upon reconvening the board came to a decision to set up a time in the following week to interview the applicants. The meeting was scheduled for Feb. 15, 2007 at 7:00 p.m. Interview times were set as follows: Boyd Lang at 7:00 p.m., Wanda Justice at 7:30 p.m. and Dale Woody at 8:00 p.m. The board requested that Secretary Kelly inform all the applicants of their interview times and post the necessary notices for the meeting. The regular scheduled board meeting was adjourned until February 15, 2007 at 7:00 p.m...

Reconvene Meeting:

At 7:01 p.m. on Thursday, February 15, 2007 Chairman Rogers again called the meeting to order and began to interview the candidates.

Boyd Lang spoke with the commissioners about his experience as a fire commissioner with this district from 1982 to 1985. He has several years experience as a business owner and handled his own bookkeeping at that time. He is interested in filling the vacancy until the next election at which time he will reconsider the position and if everyone is in agreement he will run for the position. He stated that he wants to take the position to be more involved and help the community. He feels that as a commissioner you have to be willing to work together and have a willingness to cooperate with each other.

Wanda Justice was next and she expressed how strongly she feels about the district. She cares deeply about the success of the district and feels that with 11 years as the district

secretary she has an excellent knowledge of the daily operations of the department. She has a background as a business owner and with her current retirement she now has the time needed to be involved as a commissioner. She understands the responsibilities it entails with setting policies and feels that she would be able to make a smooth transition from secretary to commissioner. Wanda doesn't feel like her past history with the department would interfere with her job as a commissioner. Any differences of opinions in the past have been dealt with and she has moved past them. She feels the changes that have been made in the past 11 years are great and she would like to support the district in continuing to run smoothly.

Dale Woody spoke next and stated that he was interested in finding a place to focus some volunteer work. He has First Aid and Advanced First Aid experience as well as college level accounting and analysis. He is also a business owner and would bring that experience with him. He is interested in running for the position in November whether he is appointed as the interim or not. Dale stated he has the time and interest to devote to the department and would like to work on keeping the department up to date with its equipment and make sure that safety and training are a priority with concerns to the volunteers as well as the public. He also stated that a good website may be a positive contribution to the community and he would like to see the department start working towards recruiting young people to be involved with the district. With the changing demographics of the community becoming overwhelmingly retirement age individuals he feels we need to start now in getting our young people involved and excited about Fire and EMT work. Dale felt a good way to grow as a district would be to stay involved with other districts and see what kinds of successful programs they have initiated and adopt them for our district.

Executive Session:

At 7:50 pm. Chairman Rogers requested an executive session to discuss the applicant's qualifications. The regular meeting was reconvened at 8:05 p.m.

Commissioner Pollman and Chairman Rogers thanked the applicants for there time and informed them that there would be no decision tonight.

COMMISSIONER'S COMMENT

John took a moment to speak with the audience and encouraged anyone who may be having problems with anyone else in the department to make sure these problems are dealt with immediately instead of being left to fester into a larger problem. John and Red stated that they feel their may be problems brewing within the Fire Fighter Association that need to be dealt with. They stated they would be attending the Fire Fighter Association drill night on February 27th so they would have a chance to listen to any concerns the volunteers may have. Commissioner Pollman asked Chief Jaques to continue to encourage the volunteers to come to our monthly board meetings.

PUBLIC COMMENT

Lynn Scott stated that he is concerned that the Commissioners take the time to ensure that each candidate is here for the right reason. He feels this position is a very political one where the candidate should be a neutral party without past problems or a grudge being held with hopes of retribution. If there is problems that have not been dealt with the position would give that person an opportunity to settle it. Again he wants the commissioners to be certain that there motivation in running is with the best interest of the district.

ADJOURNMENT

With no further business, Commissioner Rogers adjourned the meeting at 8:20 p.m.

A.H. Rogers, Chairman

Tonya Kelly, District Secretary

R. John Pollman, Commissioner

Approval Date

Commissioner