



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



April 11, 2024

CALL TO ORDER

The regular meeting of the Board of Commissioners was called to order by Commissioner R. John Pollman at 5:32pm at the Main Station located at 9978 U.S. Highway 12, Randle, WA. 98377

FLAG SALUTE

opened the meeting with the flag salute.

PRESENT

Present: Commissioner Dawn Quintana, Commissioner John Pollman, Fire Chief Jeff Jaques, Recording secretary Layla John, and Don Palen, and Mary Pollman

ADDITIONS/DELETIONS

- Add Layla to district health insurance plan.

Agenda Approval

On a motion made by Commissioner Dawn Quintana and seconded by Commissioner R. John Pollman “The April 2024 Agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Expenditure and Reimbursement Voucher to Umpqua Account Approval

On a motion made by Commissioner John Pollman seconded by: Commissioner Dawn Quintana the “The April 2024 Expenditures per check #7470 through #7496 and two EFT payments for a total of \$21,742.69 (GEN \$6,522.81 – EMS \$15,219.88) an additional voucher to bring the EMS account current- in the amount of \$20,000, and Reimbursement Voucher to Umpqua Bank Account for a total of \$21,742.69 were approved as circulated.”

Commissioners’ comments:

MOTION CARRIED UNANIMOUSLY

Payroll Approval

On a motion made by Commissioner R. John Pollman seconded by Commissioner Dawn Quintana “The April 2024 Payroll Voucher in the amount of \$10,615.62 (Gen \$3,184.69 & EMS \$7,430.93), for Reimbursement to Umpqua Bank Account were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Minutes Approval

On a motion made by Commissioner Dawn Quintana seconded by Commissioner John Pollman “The Minutes for the Regular Meeting on March 18th were approved by the board of commissioners as circulated.

MOTION CARRIED UNANIMOUSLY

SECRETARY’S REPORT

Financial report: See Attached

- **Activity Report –March 2024** TOTAL \$594,216.87
 - Umpqua Bank Checking \$23,246.42
- **EMS Account Receivable Billing Report** \$29,678.55

Correspondence: See attached list

CHIEF’S REPORT: See attached new reports added to chief report for what/who has been at calls/ training drill.

- XX

UNFINISHED BUSINESS

- Discussion of Water District #1 admin- ILA and rates to be adjusted after figuring District Secretary adjusted hourly rate.

NEW BUSINESS.

- Approved a budget of \$1000 for front room renovation and purchase of new front door.
- Discussion of purchase orders, commissioners agreed we would not need to use them, as long as VISA and online purchases are tracked efficiently and accurately.
- Swear in Layla John for District Secretary position.

MOTION CARRIED UNANIMOUSLY

COMMISSIONER'S COMMENTS

- On a motion made by Commissioner R. John Pollman, seconded by Commissioner Dawn Quintana "Pay raise for Layla John starting April 2024 to \$25/hr." was approved.
- **Commissioner xx**

With no further business to discuss, Commissioner R. John Pollman closed the meeting at 6:08 p.m.

Next regular meeting will be held at the Main Station at 5:30 pm on May 9th, 2024.

NOT PRESENT AT THIS MEETING

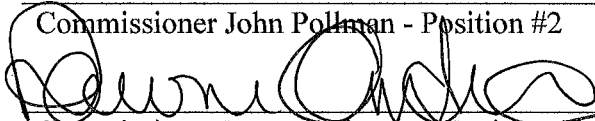
Chairman Kenneth Lindh - Position #1


Layla John, District Secretary

5/9/2024

Approval Date

Commissioner John Pollman - Position #2


Commissioner Dawn Quintana - Position #3