



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



March 18, 2024

CALL TO ORDER

The regular meeting of the Board of Commissioners was called to order by Chairman Kenneth Lindh at 5:33pm 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: Chairman Kenneth Lindh, Commissioner Dawn Quintana, Commissioner John Pollman, Fire Chief Jeff Jaques, Recording secretary Layla John, and Don Palen.

ADDITIONS/DELETIONS

- XX

Agenda Approval

On a motion made by Chairman Kenneth Lindh and seconded by Commissioner R. John Pollman “The March 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 March 2024 Expenditures per check #7443 through #7467 for a total of \$24,072.08 (GEN \$11,425.63 – EMS \$12,646.45) 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 \$24,072.08 were approved as circulated.”

Commissioners’ comments:

MOTION CARRIED UNANIMOUSLY

Payroll Approval

On a motion made by Commissioner Dawn Quintana seconded by Commissioner John Pollman “The March 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 Meetings December 14th 2023, January 11th 2024 and February 8th were approved by the board of commissioners as circulated. Adjustments were needed and made on both DEC 2023 and JAN 2024 minutes.

MOTION CARRIED UNANIMOUSLY

SECRETARY’S REPORT

Financial report: See Attached

- **Activity Report –January 2024 TOTAL \$585,476.60**
 - Umpqua Bank Checking \$23,246.42
- **EMS Account Receivable Billing Report \$42,002.52**

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

- Facility use fee adjustments were made and finalized. We are now charging a refundable cleaning/damage deposit of \$100. There will be a \$20/hr. use fee with a minimum of \$60. Commercial use will remain at \$200/day with a refundable cleaning/damage deposit of \$200.
- We have implemented a payment authorization form for ACH bill pay.

NEW BUSINESS.

- Approved a budget for a new meeting computer for the district. Budget approved at \$750 by Commissioner John Pollman and seconded by Commissioner Dawn Quintana.
- Discussion on continuing the Water District Admin position for current Fire District Secretary. All commissioners agree on a month-by-month basis, and check in to see how things are going. Discussed plan for new rates to present to the Water District regarding Water Admin position.
- Discussion regarding pay for training hours.

MOTION CARRIED UNANIMOUSLY

COMMISSIONER'S COMMENTS

-
- **Commissioner xx**

With no further business to discuss, Chairman Kenneth Lindh closed the meeting at 6:48 p.m. Next regular meeting will be held at the Main Station at 5:30 pm on April 11th, 2024.

not present - jt

 Chairman Kenneth Lindh - Position #1

[Signature]

 Commissioner John Pollman - Position #2

[Signature]

 Commissioner Dawn Quintana - Position #3

[Signature]

 Layla John, District Secretary

4/11/2024

 Approval Date

NOT PRESENT AT THIS MEETING

Initial: _____ Lindh *[Signature]* Quintana _____ Pollman