

## **Lewis County Fire District #6**

### **Special Commissioner's Meeting January 7<sup>th</sup>, 2020 Minutes**

In attendance:

- Commissioners: Jeri Lux, Travis McGregor, and Jim Martin
- Administration: Ken Cardinale and McKenzie Gust
- Visitors: Kyle DePriest, Kyle Eiswald, and Charla Skaggs

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:00 P.M. by Commissioner Martin.

The Board reviewed the Agenda. Commissioner McGregor made a motion to approve the Agenda as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

The Board reviewed the meeting minutes from the October 21<sup>st</sup>, November 25<sup>th</sup>, and November 27<sup>th</sup> meetings. The motion to approve the minutes as presented was made by Commissioner McGregor and seconded by Commissioner Martin.

Charla Skaggs with Maul Foster and Alongi, Inc. gave a presentation on the Strategic Plan she had been working on for the District. The board asked for a few things to be added to the Strategic plan. Charla said she'd make these changes and send her final plan to Commissioner Martin.

At this time the board went into budget discussion.

Chief Cardinale started with giving the board bids on the bay door repairs needing to be completed after a recent incident. Discussion on creating a policy regarding the most recent incident ensued.

Station 63 updates were briefly discussed, and the board decided that residing or painting the station will be a goal for 2020.

A discussion on future plans to remodel station 61 ensued. The Commissioners talked about the possibility of adding this to the 2020 budget.

Another 2020 priority will be updating the 10 bay doors at station 61 and adding timers or

safety stops to each one.

Bunker gear was discussed next. The board and Chief all agree that no bunker gear should be personalized and should be ordered with no name embroidering moving forward. All names will be put on bunker gear using velcro name patches to save the district money on personalizing gear.

Chief wanted to focus on Public Education this year. As a district we can develop programs to educate the community. This will also be a 2020 goal.

The motion was made to adjourn the meeting at 8:21P.M. by Commissioner Lux and was seconded by Commissioner McGregor.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: January 8<sup>th</sup>, 2020

**Lewis County Fire District #6**  
Commissioners Meeting  
January 14<sup>th</sup>, 2020  
Minutes

In attendance:

- Commissioners: Jeri Lux, James Martin and Travis McGregor
- Administration: Ken Cardinale and McKenzie Gust
- Visitors: Kyle Eiswald and James Van Ornum

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:30 P.M. by the Board Chair, Commissioner James Martin.

The Pledge of Allegiance was led by Chief Cardinale.

The Board reviewed the agenda. Volunteer Reimbursement under New Business was tabled until the agreement is reviewed and amended. Board Chair Election was added to New Business. The motion to approve the agenda as amended was made by Commissioner McGregor and seconded by Commissioner Lux. All in favor; None opposed.

The Board reviewed the meeting minutes from the December 23<sup>rd</sup>, 2019 meeting. The motion to approve the minutes as presented was made by Commissioner McGregor and then seconded by Commissioner Lux. All in favor; None opposed.

The district received a thank you letter from a 3<sup>rd</sup> grader at Orin Smith Elementary.

Vouchers were presented to the Board for approval. A discussion about the PUD bill ensued, also the possibilities of looking into cost saving options. Commissioner McGregor made the motion to approve the vouchers as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

Chief's Report; Chief Cardinale discussed the incident that occurred at the windmill project last week ending in a fatality. A discussion on the response times to this area were had. Chief suggested we get into contact with Thurston County and discuss a possible ILA for this area.

Next on Chief's Report; Chief Cardinale recently reviewed all the past Inter Local Agreements and suggested to the board these be taken into consideration to terminate these ILAs. A brief discussion on ILAs ensued. The board agreed with Chief's recommendations and Commissioner Lux made a motion to issue 60-day notices to terminate the current ILAs between District #6 and the following districts: Lewis County Fire Districts #1, #2, #3, #8, #13, and Medic. The motion was seconded and moved by Commissioner McGregor. All in favor; None opposed. Chief will be looking into entering into a other agreements with District #1 and District #5.

Next on Chief's Report; Chief presented the Adequate Facilities Memo, that was brought into the station last week to be signed. He stated he wasn't comfortable signing the agreement as currently written. After expressing his concerns with the lack of detail on when he would be signing, the Board agreed with his concerns. Chief will be discussing this further with Community Development and come up with a document that is agreeable.

Last on Chief's Report; Chief Cardinale drafted up a Strategic Plan for the district. A copy was given to each board member for them to take home, review, and give any input they feel necessary.

Old Business; Chief has some concerns with the present state of the district policies. This will be made a high priority to merge the current policies into Lexipol.

New Business; At this time Commissioner Martin opened the floor to nominations for the 2020 Board Chair. Commissioner Lux made a motion we elect James Martin for Board Chair for the year 2020 and the motion was seconded by Commissioner McGregor. All in favor; None opposed.

At this time the board went into Executive session at 7:45 P.M. per RCW 42.30,110(1)(g) to discuss the qualifications of an applicant, for 15 minutes and to return at 8:00 P.M. At 8:00 P.M. the executive session ended. Commissioner Martin stated that there were no decisions made.

The motion was made to adjourn the meeting at 8:02 P.M. by Commissioner Lux and was seconded by Commissioner McGregor.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: January 15<sup>th</sup>, 2020

**Lewis County Fire District #6**  
Commissioners Meeting  
January 28<sup>th</sup>, 2020  
Minutes

In attendance:

- Commissioners: Jeri Lux, James Martin and Travis McGregor
- Administration: McKenzie Gust
- Visitors: Michael Goodwillie, Ferra Gust, Matthew McCoy, and James Van Ornum

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:30 P.M. by the Board Chair, Commissioner James Martin.

The Pledge of Allegiance was led by Board Chair James Martin.

The Board reviewed the agenda. Commissioner McGregor asked for a discussion on a Country Financial promotion be added to New Business. The motion to approve the agenda as amended was made by Commissioner McGregor and seconded by Commissioner Martin. All in favor; None opposed.

The Board reviewed the meeting minutes from the January 14<sup>th</sup>, 2020 meeting. The motion to approve the minutes as presented was made by Commissioner McGregor and then seconded by Commissioner Lux. All in favor; None opposed.

James Van Ornum thanked the District for allowing them to use station 63 for the Amateur Radio Winter Day. The event was a success.

Last week we received a letter from a 3<sup>rd</sup> grader at Orin Smith Elementary and Commissioner Lux suggested we send a bag of public education items to the student as a thank you.

Commissioner Martin says Charla Skaggs with Maul Foster & Alongi reached out to him and will have revisions to the Strategic Plan to him by tomorrow.

Vouchers were presented to the Board for approval. Commissioner Lux made the motion to approve the vouchers as presented and the motion was seconded by Commissioner McGregor. All in favor; None opposed.

Payroll was presented to the Board for approval. Commissioner McGregor made a motion to approve January payroll as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

Volunteer payroll was presented to the Board for approval. Commissioner McGregor made

a motion to approve the Volunteer payroll as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

Chief Cardinale was not in attendance so the Chief's Report was tabled.

New Business; Commissioner McGregor was approached earlier in the week by Country Financial and asked if the District would be willing to take part in a promotional gathering sometime in the next few months. More information to come at the next meeting.

The motion was made to adjourn the meeting at 6:54 P.M. by Commissioner McGregor and was seconded by Commissioner Lux.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: January 15<sup>th</sup>, 2020

## **Lewis County Fire District #6**

### **Commissioners Meeting**

**February 11<sup>th</sup>, 2020**

### **Minutes**

In attendance:

- Commissioners: Jeri Lux, James Martin and Travis McGregor
- Administration: Ken Cardinale and McKenzie Gust
- Visitors: Jeffrey Ames, Matthew Foley, Alexander Hubble, Adam Strobeck, and James Van Ornum

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:30 P.M. by the Board Chair, Commissioner James Martin.

The Pledge of Allegiance was led by Board Chair James Martin.

The Board reviewed the agenda. The motion to approve the agenda as presented was made by Commissioner McGregor and seconded by Commissioner Lux. All in favor; None opposed.

The Board reviewed the meeting minutes from the January 7<sup>th</sup> and January 28<sup>th</sup>. 2020 meetings. The motion to approve both sets of minutes as presented was made by Commissioner McGregor and then seconded by Commissioner Lux. All in favor; None opposed.

Commissioner McGregor asked the board what they thought about moving the regular Commissioners meetings to once a month instead of the current twice a month meeting. A discussion was had on whether or not this would be a viable option for billing and payroll schedules. The Commissioners came to an agreement that having one meeting a month would be feasible. Commissioner McGregor made a motion that starting in March, the District would move to holding one Commissioners Meeting a month on the last Tuesday of every month. Commissioner Lux seconded the motion.

Commissioner Martin informed the board on an email he received from Brain Snure this week informing him that District 6, along with many other Fire Departments, was names in a lawsuit regarding a record request. The Board collectively agreed to have Attorney Brian Snure represent us in the case.

Vouchers were presented to the Board for approval. Commissioner McGregor made the motion to approve the vouchers as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

Chief's Report; Chief Cardinale started his Chief's report by thanking the crews and the volunteers here at District #6 for the great job they have been doing. He expressed the impact it has made on the quality of service and how he apricates the time they put in.

Next on the Chief's report; Chief briefly mentioned that District#1 had a fully evolved house fire last night where District #6 was also dispatched.

Next; On January 15<sup>th</sup> the district had a visit from LNI for an inspection. The majority of findings were minor warnings. The next visit to asses the outlining stations will be on February 13<sup>th</sup>.

Chief Cardinale informed the board of a few upcoming projects; We're looking into switching all light switches in station 61 to automatic lights with timers to reduce the electricity bill at the station. Chief is also looking into starting the improvements needed at station 63.

Chief held a staff meeting last week to discuss shifting around responsibilities. The most recent staff duties are as follows:

Lieutenant Matthew McCoy will now be overseeing training for both Career and Volunteers.

Firefighter Michael Goodwillie is the training coordinator for the career staff, and apart of recruitment and retention.

Lieutenant Kyle Eiswald will oversee facilities and vehicle maintenance.

Lieutenant Matthew Foley will oversee data entry for the volunteer staff, radio maintenance, and the resident program coordinator.

Firefighter/Paramedic Jeffrey Ames will review run cards annually for accuracy and pre fire plans.

Firefighter/Paramedic Adam Strobeck is now in charge of uniforms and turnouts.

Firefighter/Paramedic Kyle DePriest is now in charge of recording the stations inventory and SCBAs.

At this time the board went into Executive session at 7:17 P.M. per RCW 42.30,110(1)(g) to discuss the qualifications of an applicant, for 15 minutes and to return at 7:32 P.M. At 7:32 P.M. the session was extended for 15 minutes. At 7:47 P.M. the executive session ended. Commissioner Martin stated that there were no decisions made.

The motion was made to adjourn the meeting at 7:49 P.M. by Commissioner Lux and was seconded by Commissioner McGregor.

By:\_\_\_\_\_

Commissioner

Dated: February 12<sup>th</sup>, 2020

By:\_\_\_\_\_

Commissioner

By:\_\_\_\_\_

Commissioner

## **Lewis County Fire District #6**

### **Commissioners Meeting**

**February 25<sup>th</sup>, 2020**

### **Minutes**

In attendance:

- Commissioners: James Martin and Travis McGregor
- Administration: Ken Cardinale and McKenzie Gust
- Visitors: Jay Birley, Kyle DePriest, Matthew McCoy, and Braxton Traylor

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:31 P.M. by the Board Chair, Commissioner James Martin.

The Pledge of Allegiance was led by Board Chair James Martin.

The Board reviewed the agenda. The motion to approve the agenda as presented was made by Commissioner McGregor and seconded by Commissioner Martin. All in favor; None opposed.

The Board reviewed the meeting minutes from the February 11<sup>th</sup>, 2020 meeting. The motion to approve the minutes as presented was made by Commissioner McGregor and then seconded by Commissioner Martin. All in favor; None opposed.

Vouchers were presented to the Board for approval. Commissioner McGregor made the motion to approve the vouchers as presented and the motion was seconded by Commissioner Martin. All in favor; None opposed.

Payroll was presented to the Board for approval. Commissioner McGregor made the motion to approve payroll as presented. Commissioner Martin seconded the motion. All in favor; None opposed.

Commissioner James Martin informed the board that Attorney Dave Luxenberg had emailed him and would like to meet up with the Commissioners on the 12<sup>th</sup> of March to discuss CBA negotiations. Commissioner Martin advised McKenzie to reach out to Commissioner Lux to check her availability on the 12<sup>th</sup>.

Chief's Report; Chief presented the subscriber agreement for Public Safety Testing to the Board for approval. He would like to move forward with the job posting for Fire District 6. Commissioner McGregor made a motion to enter into the subscriber agreement with Public Safety Testing. Commissioner Martin seconded the motion.

Next on the Chief's Report; Chief Cardinale asks the board to consider hiring more than one firefighter this year.

Chief Cardinale proposed bringing in outside instructors for this year's Recruit Academy.

Chief Cardinale wants to promote the growth of the Volunteer program in hopes of helping move forward with a residency program out of Station 62. The Commissioners were in agreeance for Chief to move forward with the Academy.

Next; Chief presented the board with the documents L & I sent the district this week. The documents consist of suggested corrections for the District. No fines were listed and if the district can show they are working on the corrections mentioned, no fines will be given. No serious finding, all minor.

Lastly, Chief Cardinale was given the green light from the commissioners to move forward and place the bulk order for the remaining SCBA grant purchases.

Old Business; McKenzie contacted Lexipol this week to get an estimate for their services to merge all the district's existing policies into one policy book. The Commissioners all agreed to move forward with this project.

Lieutenant McCoy informed the board that he was in the process of doing the requested research on purchasing a reader board sign for Station 61. He currently has 3 inquiries out for estimates.

At this time the board went into Executive session at 7:12 P.M. per RCW 42.30,110(1)(g) to discuss the qualifications of an applicant, for 15 minutes and to return at 7:27 P.M. At 7:27 P.M. the session was extended for 15 minutes. At this time the board invited Chief Ken Cardinale into the executive session. At 7:42 P.M. Commissioner Martin announced that the board would be extending 10 minutes to return at 7:52 P.M. At 7:52 P.M. Commissioner Martin announced the board would be extending the session for 10 more minutes till 8:02 P.M. At 8:02 P.M. the executive session ended. Commissioner Martin stated that there were no decisions made.

The motion was made to adjourn the meeting at 8:10 P.M. by Commissioner McGregor and was seconded by Commissioner Martin.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: February 26<sup>th</sup>, 2020

**Lewis County Fire District #6**

**Commissioners Meeting**

**March 12<sup>th</sup>, 2020**

**Minutes**

In attendance:

- Commissioners: Jeri Lux, James Martin and Travis McGregor
- Administration: Ken Cardinale and McKenzie Gust
- Visitors:

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 5:00 P.M. by the Board Chair, Commissioner James Martin.

The Board reviewed the agenda. The motion to approve the agenda as presented was made by Commissioner McGregor and seconded by Commissioner Martin. All in favor; None opposed.

The approval of minutes was tabled till the next meeting.

Vouchers were presented to the Board for approval. Commissioner Lux made the motion to approve the vouchers as presented and the motion was seconded by Commissioner Martin. All in favor; None opposed.

Chief's Report; Chief gave brief update on what the members of district 6 were doing to stay ahead of COVID-19.

At this time the board went into Executive session at 5:40 P.M. per RCW 42.30,110(1)(g) for 30 minutes and to return at 6:10 P.M. At 6:10 P.M. the session was extended for 15 minutes. At 6:25pm the session was extended one last time for 15 minutes to return at 6:40pm. At 6:40pm the executive session ended. Commissioner Martin stated that the board extended an offered of employment to Chief Ken Cardinale and he accepted.

The motion was made to adjourn the meeting at 6:59 P.M. by Commissioner Lux and was seconded by Commissioner Martin.

By:\_\_\_\_\_

Commissioner

Dated: March 12<sup>th</sup>, 2020

By:\_\_\_\_\_

Commissioner

By:\_\_\_\_\_

Commissioner

**Lewis County Fire District #6**

Commissioners Meeting

March 31<sup>st</sup>, 2020

Minutes

In attendance:

- Commissioners: Jeri Lux, James Martin, and Travis McGregor,
- Administration: McKenzie Gust
- Visitors: None

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:31 P.M. by the Board Chair, Commissioner James Martin.

The Board reviewed the agenda. The motion to approve the agenda as presented was made by Commissioner McGregor and seconded by Commissioner Lux. All in favor; None opposed.

Vouchers were presented to the Board for approval. Commissioner McGregor made the motion to approve the March 31<sup>st</sup> vouchers as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

Payroll was presented to the Board for approval. Commissioner McGregor made the motion to approve March 2020 payroll as presented. Commissioner Lux seconded the motion. All in favor; None opposed. Add district secretary's review to next face to face agenda.

Resolution; The Commissioners reviewed the Resolution 20-160. This resolution would give the district secretary permission process vouchers prior to board approval. Commissioner McGregor made the motion to approve resolution 20-160. Commissioner Lux seconded the motion. All in favor; None opposed.

Chief's Report; Chief Cardinale was not in attendance so Commissioners discussed request Chief had emailed out earlier in the week. Chief sent out email requesting the purchase of 4 RIT packs. It would be an estimated \$1,346. Commissioner Lux mentioned that some counties have suspended tax payments till June. The Commissioners agreed to have Chief move forward with the purchase of the RIT packs.

The motion was made to adjourn the meeting at 6:57 P.M. by Commissioner McGregor and was seconded by Commissioner Lux.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: March 31<sup>st</sup>, 2020

## **Lewis County Fire District #6**

### **Commissioners Meeting**

**April 28<sup>th</sup>, 2020**

### **Minutes**

In attendance:

- Commissioners: Jeri Lux, James Martin, and Travis McGregor,
- Administration: Ken Cardinale and McKenzie Gust
- Visitors: None

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:32 P.M. by the Board Chair, Commissioner James Martin.

The Board reviewed the agenda. The motion to approve the agenda as presented was made by Commissioner Lux and seconded by Commissioner McGregor. All in favor; None opposed.

Vouchers were presented to the Board for approval. Commissioner McGregor made the motion to approve the April 28<sup>th</sup> vouchers as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

Payroll was presented to the Board for approval. Commissioner McGregor made the motion to approve April 2020 payroll both general and EMS as presented. Commissioner Lux seconded the motion. All in favor; None opposed.

Volunteer Payroll was presented to the Board for approval. Brief conversation ensued about volunteer payroll and how its doubled. Chief Cardinale stated that this has made a huge difference on scene having more active volunteers. Commissioner McGregor made a motion to approve volunteer payroll for the first quarter of 2020. Commissioner Lux seconded the motion. All in favor; none opposed.

Chief's Report; Chief Cardinale stated that COVID-19 has made PPE difficult to obtain, but call volume has been low during this time. Restrictions have been put in place, like the closing of station 61 training room and extra precautions with the crew. Chief stated that there have been a few times where we've had to send home employees until test results confirmed negative results. This was just to make sure we were acting quickly to any possible exposures.

Executive session was called to order at 6:52 per RCW 42.30.110 (1) (f) for 20 minutes to till 7:12 pm. At 7:12pm Commissioner Martin extended the executive session for 10 minutes till 7:22PM. The executive session ended at 7:22pm. Upon return Commissioner McGregor made a motion to terminate the Station Use Interlocal agreement between the City of Chehalis and Fire District 6 giving them a 60 days notice. Commissioner Lux seconded the motion. All in favor; none opposed.

The motion was made to adjourn the meeting at 7:30 P.M. by Commissioner McGregor and

Lewis County Fire District #6  
April 28<sup>th</sup>, 2020  
Minutes

was seconded by Commissioner Lux.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: April 28<sup>th</sup>, 2020

## **Lewis County Fire District #6**

### **Commissioners Meeting**

**May 26<sup>th</sup>, 2020**

### **Minutes**

In attendance:

- Commissioners: Jeri Lux, James Martin, and Travis McGregor
- Administration: Ken Cardinale and McKenzie Gust
- Visitors: None

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:31 P.M. by the Board Chair, Commissioner James Martin.

The Board reviewed the agenda. The motion to approve the agenda as presented was made by Commissioner McGregor and Commissioner Lux seconded the motion. All in favor; None opposed.

Vouchers were presented to the Board for approval. Commissioner McGregor made the motion to approve the May 26<sup>th</sup>, 2020 vouchers as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

Payroll was presented to the Board for approval. Commissioner McGregor made the motion to approve both General and EMS payroll for May 2020 as presented. Commissioner Lux seconded the motion. All in favor; None opposed.

First on Chief's Report; Chief would like the board to review the Special Operations First Response Agreement with Thurston County's SORT Team. The board discussed the agreement and the benefits to signing it due to the most recent incident at the Wind Farm project. Discussion ensued. Commissioner McGregor made a motion to sign the special operations response agreement with Thurston County SORT, Commissioner Lux seconded the motion. All in favor; none opposed.

Next; With pump testing coming up Chief would like to go with a company "True North". Chief states this would save the district money and would like permission to move forward in scheduling them. The board agrees with Chief's recommendation.

Next; Chief recently reassessed everyone's duties in the station giving all the career staff new assignments. Michael Goodwillie will oversee training, Dave Layden in charge of Volunteer Training, with both reporting to Matthew McCoy to ensure we are keeping up on training. Chief voiced concerns about EVIP training and wants to investigate avenues to improve EVIP training. Since COVID-19 we have stopped all Monday night trainings. As soon as we can we will get it back on the calendar and do some make up time to compensate for time lost due to COVID-19. Chief states he's working on enhancing our services out at 63 by increasing staffing. Dave Layden has requested an increase in stipend to \$500 a month because his increase of workload with the volunteer recruitment. The board had a few

questions for the request for Dave Layden's stipend. Long conversation ensued on specific workload for the position. The board requested to have a discussion at the next meeting about this when further information is provided. No discussion made.

Chief announced that they'd be working on a resident program. Chief and the career staff are putting a final draft together and will bring it to the board shortly.

Next on Chief's report; Trying to move forward with the hiring process while still abiding by regulations surrounding COVID-19. We've received some applications from our very own volunteers. Which is a good sign.

Next; Chief announces that every department that has matching SCBA has color coated their equipment to reduce confusion on scene. RFA is Yellow, District 6 is Black, Chehalis is Red.

Commissioner Martin suggested we have the meeting at the station on June 30<sup>th</sup>. We will keep in contact about future meeting plans due to all the unknowns at this time.

The motion was made to adjourn the meeting at 7:28 P.M. by Commissioner McGregor and was seconded by Commissioner Lux.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: May26th, 2020

## **Lewis County Fire District #6**

### **Special Commissioner's Meeting June 11<sup>th</sup>, 2020 Minutes**

In attendance:

- Commissioners: Jeri Lux, Travis McGregor, and Jim Martin
- Administration: Ken Cardinale and McKenzie Gust
- Visitors: Ferra Gust

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 5:33 P.M. by Commissioner Martin.

The Board reviewed the Agenda.

The board discussed changing Chief Ken Cardinale's official start date from its original September date to July 1<sup>st</sup>. Commissioner McGregor made a motion to change his start date to July 1<sup>st</sup>, 2020 on Chief's employment agreement. Commissioner Lux seconded the motion.

Chief Cardinale made an unbudgeted request related to command rig upgrades. The board reviewed the estimate to refit the command rig and get it prepared to be useable before chief's new start date. The board agreed that the changes were needed for him to perform his job safer and more efficiently.

The board gave the secretary the go ahead to purchase a new chief computer since there is no current usable chief computer.

Chief mentioned purchasing furniture for the crew side since the current recliners on the crew side are the City of Chehalis' and will be moving out with them. The day room will need to be replenished. The board authorized the secretary up to \$3,000 for new day room furniture.

The board discussed Chief Cardinale being added to the accounts and obtaining a district credit card.

The motion was made to adjourn the meeting at 5:56 P.M. by Commissioner McGregor and was seconded by Commissioner Lux.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Lewis County Fire District #6  
January 7<sup>th</sup>, 2020  
Minutes

Dated: June 11<sup>th</sup>, 2020

## **Lewis County Fire District #6**

### **Commissioners Meeting**

**June 30<sup>th</sup>, 2020**

### **Minutes**

In attendance:

- Commissioners: Jeri Lux, James Martin, and Travis McGregor
- Administration: McKenzie Hocter
- Visitors: Trent Lougheed and Hendershot

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:30 P.M. by the Board Chair, Commissioner James Martin.

The Board reviewed the agenda. The motion to approve the agenda as presented was made by Commissioner McGregor and Commissioner Lux seconded the motion. All in favor; None opposed.

Vouchers were presented to the Board for approval. Commissioner McGregor made the motion to approve the June 30<sup>th</sup>, 2020 vouchers as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

Payroll was presented to the Board for approval. Commissioner McGregor made the motion to approve June 2020 payroll, both general and EMS, as presented. Commissioner Lux seconded the motion. All in favor; None opposed.

New Business; The city manager asked for a 12-day extension after receiving the 60-day notice to vacate. The original contract is supposed to end the 5<sup>th</sup> of July with this request it would extend them out to the 17<sup>th</sup>. Trent Lougheed gave an update on where the city was with construction on their temporary housing. Chief Hendershot of Chehalis introduced himself and expressed his concern for staying in the station for the 12-day extension. The board was in agreeance to grant the 12-day extension to the City till the 17<sup>th</sup> of July. Chief Hendershot expressed his gratitude.

The board received an email from Volunteer James Van Ornum this week asking when the training room would be opening back up to the public. The board was in agreeance that we would not be willing to open the room back up to the public till phase 4. We will revisit this at that time.

Annual review for the district secretary is planned for next meeting.

The motion was made to adjourn the meeting at 7:04 P.M. by Commissioner McGregor and was seconded by Commissioner Lux.

By:\_\_\_\_\_

By:\_\_\_\_\_

By:\_\_\_\_\_

Lewis County Fire District #6  
June 30<sup>th</sup>, 2020  
Minutes

Commissioner

Commissioner

Commissioner

Dated: June 30<sup>th</sup>, 2020

## **Lewis County Fire District #6**

### **Commissioners Meeting**

**July 20<sup>th</sup>, 2020**

### **Minutes**

In attendance:

- Commissioners: Jeri Lux, James Martin, and Travis McGregor
- Administration: McKenzie Gust
- Visitors:

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 5:01 P.M. by the Board Chair, Commissioner James Martin.

The Board reviewed the agenda. The motion to approve the agenda as presented was made by Commissioner McGregor and Commissioner Lux seconded the motion. All in favor; None opposed.

Vouchers were presented to the Board for approval. Commissioner McGregor made the motion to approve the July 20<sup>th</sup>, 2020 vouchers as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

Payroll was presented to the Board for approval. Commissioner McGregor made the motion to approve July 2020 payroll both general and EMS as presented. Commissioner Lux seconded the motion. All in favor; None opposed.

Volunteer Payroll was presented to the Board for approval. Commissioner McGregor made the motion to approve second quarter volunteer payroll as presented. Commissioner Lux seconded the motion. All in favor; None opposed.

Budget; Commissioner Martin suggested the board start planning to meet for 2021 budgeting. Commissioner Lux will be gone till August 22<sup>nd</sup>. Commissioner Martin wants to start looking at it in August. Chief made a request to finish the command rig, Commissioners gave the go ahead to Chief Cardinale to do what needed to be done to make the command rig updates complete.

Station 63; The board is concerned about the condition that station 63 is in. The lawn needs to be mowed at 62 and 63. Commissioner McGregor offered to mow Station 62 and Commissioner Lux volunteered to mow station 63. The commissioners would like to know what it would cost for the siding to be replaced at 63. The board instructed the district secretary to call local companies to get estimates on siding and roofing of station 63.

Chiefs report; Chief was not in attendance, but an email was sent out asking the board to approve a monthly stipend for Dave Layden. The Commissioners requested a laid-out job description for this position and what all it would entail.

Correspondence; Commissioner Martin spoke to the district's attorney about Jay Inslee's most recent regulations and how it effects our meetings. Discussion ensued.

The board went into Executive Session for 10 minutes per RCW 42.30.110 (1)(g) at 5:37pm. At 5:47pm Commissioner Martin extended the meeting 10 minutes to last till 5:57PM. At 5:57pm the meeting was extended for 10 minutes to return at 6:07pm. At 6:07 Commissioner Martin extended the meeting till 6:35pm for 28 minutes. The Executive Session ended at 6:35 PM. Commissioner Martin announced that the Board Secretary, McKenzie Hctor, had her annual review.

The motion was made to adjourn the meeting at 6:36 P.M. by Commissioner McGregor and was seconded by Commissioner Martin.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: July 20<sup>th</sup>, 2020

## **Lewis County Fire District #6**

### Commissioners Meeting

August 26<sup>th</sup>, 2020

### Minutes

In attendance:

- Commissioners: Jeri Lux, James Martin, and Travis McGregor
- Administration: McKenzie Hocter and Ken Cardinale
- Visitors: Zachary Brotherson, Michael Goodwillie, Dave Layden and Matthew McCoy

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:31 P.M. by the Board Chair, Commissioner James Martin.

The Board reviewed the agenda. The motion to approve the agenda as presented was made by Commissioner McGregor and Commissioner Lux seconded the motion. All in favor; None opposed.

Vouchers were presented to the Board for approval. Commissioner McGregor made the motion to approve the August 20<sup>th</sup>, 2020 vouchers as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

Payroll was presented to the Board for approval. Commissioner McGregor made the motion to approve August 2020 payroll both general and EMS as presented. Commissioner Lux seconded the motion. All in favor; None opposed.

Volunteer Training Coordinator; Chief sent the board an email requesting that volunteer Dave Layden receives a monthly stipend. He went over and reiterated how volunteer participation, call backs, and shifts pulled have improved. He asks for the boards support. A discussion ensued between all three board members on the matter. The Board spoke with legal making sure we are legally staying in the parameters between paid staff and volunteer. The Commissioner McGregor made a motion to pay a \$500 monthly stipend for the position of Volunteer Training Coordinator. Commissioner Lux second the motion. All in favor; None opposed. A discussion then ensued on the potential residential program at station 62.

Next on Chiefs Report; Chief went over making sure people are attending Monday night drills and holding them accountable. Chief made updates to volunteer descriptions and had drafts written up for each job description. Long discussion ensued. Chief then read over the job descriptions line by line. Commissioners don't have an issue making the suggested edits to the job descriptions.

Next on Chief's report; He'll be looking into painting and flagging the fire hydrants. Discussion ensued.

Next; The district recently responded to call where a private bridge was in question.

Discussion on prefiring bridges in the district ensued.

Chief briefed the Commissioners about a few significant calls they recently had.

Station 62 staffing report. Chief went over improvements from last year to this year with response times. Chief will bring recommendations forward on how to go about meeting needs in the other areas of the district.

Chief's Report continued; Fire Station cleanliness and upkeep. Discussion on surplus of items ensued.

Chief talks about the maps and run cards needing to be updated. He's currently working with Chief Kytta of RFA on a mutual aid agreement in certain areas to better service both districts.

Class B Foam; Chief is looking into demoing new foam and pricing it out. Also looking at purchasing an inductor. This would give us class B fire capabilities.

Chief gave an update on how the hiring process was going; The district had 32 applicants. Interview panel will consist of 4 people. Long discussion on the process of hiring. October 17<sup>th</sup> will be the testing date.

Correspondence; Annual ILA with Centralia-Chehalis Pupil was presented to the board and after reviewing the board approved the ILA.

Lt. McCoy gave update on reader board for Station 61. He believes the costs have gotten too high. Recommends we don't move forward right now. Discussion ensued.

Budgeting; Commissioner Martin requested to review the 2020 budgets year to date and last 3 years of budgets. The board decided to schedule an informational budget meeting for September 1<sup>st</sup> at 5:30. Hard stop at 7:30.

EMS levy will come up for renewal in 2022 for 2023.

The motion was made to adjourn the meeting at 8:21 P.M. by Commissioner McGregor and was seconded by Commissioner Lux.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: August 25<sup>th</sup>, 2020

**Lewis County Fire District #6**  
Special Commissioners Meeting  
September 1<sup>st</sup> 2020  
Minutes

In attendance:

- Commissioners: Jeri Lux and James Martin
- Administration: Ken Cardinale
- Visitors:

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 5:42 P.M. by the Board Chair, Commissioner James Martin.

The Board reviewed the agenda. The agenda was approved as written.

Budget discussion ensued. Station 63 maintenance and repair was discussed. It was suggested that a bid amount for painting, and security light repairs for the exterior of Station 63 be updated for 2020.

Discussion on replacing apparatus, a possibility to purchase an additional brush truck, since the engines were not made to go off road to fight brush fires.

Cushman's program for budgeting was discussed and it was suggested that it should be utilized to understand the line by line budget for 2020. Chief Cardinale was going to provide the Cushman budge spreadsheet at the next budget meeting.

The possibility of staffing station 62 with resident volunteers was discussed. Station 62 is located in the highest growth area that District 6 has. There seems to be serious accidents that have occurred on Highway 6. This will also help with simultaneous calls in the district and help with creating an acceptable service level and run times.

The motion was made to adjourn the meeting at 7:45 P.M. by Commissioner Martin and was seconded by Commissioner Lux.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: September 1<sup>st</sup> 2020

## **Lewis County Fire District #6**

### Commissioners Meeting

September 29<sup>th</sup>, 2020

### Minutes

In attendance:

- Commissioners: Jeri Lux, James Martin, and Travis McGregor
- Administration: Ken Cardinale
- Visitors:

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:32 P.M. by the Board Chair, Commissioner James Martin.

The Board reviewed the agenda. The motion to approve the agenda as presented was made by Commissioner McGregor and Commissioner Lux seconded the motion. All in favor; None opposed.

Vouchers were presented to the Board for approval. Commissioner McGregor made the motion to approve the September vouchers as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

Payroll was presented to the Board for approval. Commissioner McGregor made the motion to approve September 2020 payroll both general and EMS as presented. Commissioner Lux seconded the motion. All in favor; None opposed.

Commissioner Martin attended the SWMARG meeting. Insurance check list was asked to be double checked before insurance cards are issued. A discussion ensued about changes in insurance providers for 2020.

The Washington State Auditor is changing their audits to online virtual audits. This will save on travel costs that are charged by the Washington State Auditor's Office.

Chief Ken Cardinale discussed access issues at a recent fire and an incident that involved a toddler that was attacked by a dog. Training is going well. A fire manual is being developed to establish standards for the evolutions that firefighters are using for training.

A discussion ensued allowing the Chehalis Fire department to house their staff and equipment in case of a flood emergency. There seemed to be an agreement that the Chehalis Fire department would need to find an alternative to house their firefighters and apparatus at a different location, and not at Fire District Six.

Date was set for a Budget meeting for October 6, 2020 at 5:30 PM.

Commissioner Martin wanted to add a welcome to baby Leland, the newest member of the Fire District 6 family.

The motion was made to adjourn the meeting at 7:28 P.M. by Commissioner McGregor and was seconded by Commissioner Lux.

By: \_\_\_\_\_ By: \_\_\_\_\_ By: \_\_\_\_\_  
Commissioner Commissioner Commissioner

Dated: September 29<sup>th</sup>, 2020

**Lewis County Fire District #6**  
Special Commissioners Meeting  
October 6<sup>th</sup> 2020  
Minutes

In attendance:

- Commissioners: Jeri Lux, Travis McGregor and James Martin
- Administration: Ken Cardinale
- Visitors:

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 5:30 P.M. by the Board Chair, Commissioner James Martin.

Agenda was to discuss the budget for items needed. A discussion for upgrading and replacing the radios, and purchasing a brush truck to add to the apparatus inventory.

Providing addition training for the volunteers was discussed. Everyone one has been EVIP certified. There are now 30 volunteers on staff and the drills that are being practiced have been effective.

Probation should be extended to 18 months as of January 2021.

Commissioner Martin suggested that Chief Cardinale contact Cushman about customizing the spreadsheet to meet Fire District Six needs. There would probably be a charge for this and Chief Cardinale should get an estimate for the cost.

McKenzie will provide a year to date for the budget at the next meeting. This will help to set aside money for the larger budgeted items.

The next budget meeting was set for November 3, at 5:30 PM.

The motion was made to adjourn the meeting at 7:09 P.M. by Commissioner McGregor and was seconded by Commissioner Lux.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: October 6<sup>th</sup> 2020

**Lewis County Fire District #6**  
Special Commissioners Meeting  
November 3<sup>rd</sup>, 2020  
Minutes

In attendance:

- Commissioners: Jeri Lux, James Martin, and Travis McGregor
- Administration: McKenzie Hctor
- Visitors: Damon Hctor

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 5:34 P.M. by the Board Chair, Commissioner James Martin.

The Board reviewed the agenda. The agenda was approved as written.

Mou discussion regarding creation of an acting Fire Chief Position for Lewis County Fire District #6. Commissioner McGregor made a motion to approve the MOU for the acting Fire Chief. Commissioner Lux seconded the motion. All in favor, none opposed.

Surplus items; Chief presented a list of surplus items to the board for approval. 60 scott bottles, 30 pack frames and regulators, and 3 ric packs. Commissioner Martin made a motion to surplus these items and Commissioner McGregor seconded the motion. All in favor; None opposed.

Budget Discussion; The commissioners reviewed the year to date expenditures for 2020 and the preliminary numbers from the county.

Chief mentioned looking into the purchase of a brush truck in 2021.

Chief discussed the purchasing of another Lucas.

A sign for station 61 was discussed. The board feels it would be beneficial to the public by getting safety messages out there more easily. This topic lead into a discussion regarding public education. The board decided to put 10k into public education for 2021.

The board discussed the hiring of a new firefighter. This employee starts January 1<sup>st</sup> 2021.

Upgrades to station 63 were discussed. The board asked the secretary and chief to get together and lay out the bid, get it ready, and bring back the details to the next budget meeting. Brief discussion about remodeling station 61 and station 62 in the future.

Chief Cardinale requested the hiring of 2 more employees, discussion ensued.

Next meeting; December 1<sup>st</sup> at 5:30pm with 2 hour hard stop at 7:30pm.

The motion was made to adjourn the meeting at 7:34 P.M. by Commissioner McGregor and was seconded by Commissioner Lux.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: November 3rd, 2020

**Lewis County Fire District #6**  
Special Commissioners Meeting  
November 24th, 2020  
Minutes

In attendance:

- Commissioners: Jeri Lux and James Martin
- Administration: McKenzie Hctor and Ken Cardinale
- Visitors: Leland Hctor

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:31 P.M. by the Board Chair, Commissioner James Martin.

The Board reviewed the agenda. Commissioner Lux made a motion to approve the agenda as adjusted. Commissioner Martin seconded the motion. All in Favor; None opposed.

The Bored reviewed the minutes from the March 12<sup>th</sup>, 2020 meeting. Commissioner Lux made a motion to approve the minutes as presented. Commissioner Martin seconded the motion. All in favor; None opposed.

The Bored reviewed the minutes from the March 31<sup>st</sup>, 2020 meeting. Commissioner Lux made a motion to approve the minutes as presented. Commissioner Martin seconded the motion. All in favor; None opposed.

The Bored reviewed the minutes from the April 28<sup>th</sup> 2020 meeting. Commissioner Lux made a motion to approve the minutes as presented. Commissioner Martin seconded the motion. All in favor; None opposed.

The Bored reviewed the minutes from the May 26<sup>th</sup> 2020 meeting. Commissioner Lux made a motion to approve the minutes as presented. Commissioner Martin seconded the motion. All in favor; None opposed.

The Bored reviewed the minutes from the June 11<sup>th</sup>, 2020 meeting. Commissioner Martin made a motion to approve the minutes as presented. Commissioner Lux seconded the motion. All in favor; None opposed.

The Bored reviewed the minutes from the June 30<sup>th</sup>, 2020 meeting. Commissioner Lux made a motion to approve the minutes as presented. Commissioner Martin seconded the motion. All in favor; None opposed.

The Bored reviewed the minutes from the July 20<sup>th</sup>, 2020 meeting. Commissioner Lux made a motion to approve the minutes as presented. Commissioner Martin seconded the motion. All in favor; None opposed.

The Bored reviewed the minutes from the August 25<sup>th</sup>, 2020 meeting. Commissioner Lux made a motion to approve the minutes as presented. Commissioner Martin seconded the motion. All in favor; None opposed.

The Bored reviewed the minutes from the September 1<sup>st</sup>, 2020 meeting. Commissioner Lux made a motion to approve the minutes as presented. Commissioner Martin seconded the motion. All in favor; None opposed.

The Bored reviewed the minutes from the September 29<sup>th</sup> 2020 meeting. Commissioner Lux made a motion to approve the minutes as presented. Commissioner Martin seconded the motion. All in favor; None opposed.

The Bored reviewed the minutes from the October 6<sup>th</sup> 2020 meeting. Commissioner Lux made a motion to approve the minutes as presented. Commissioner Martin seconded the motion. All in favor; None opposed.

The Bored reviewed the minutes from the November 3<sup>rd</sup>, 2020 meeting. Commissioner Lux made a motion to approve the minutes as presented. Commissioner Martin seconded the motion. All in favor; None opposed.

At this time the board went into executive session per rcw 42.30.110 (1)(g) at 7:10pm for 20 minutes to return at 7:30. At 7:30pm commissioner Martin extended the meeting 15 minutes till 7:45pm. At 7:45pm the executive session ended. Discussion only. No decisions made. Discussion on the most recent hiring process ensued. Commissioner Martin then made a motion to make a conditional offer of employment to the top candidate from the selection process to follow the hiring procedure laid out by Commissioners and the fire chief. Commissioner Lux seconded the motion. All in Favor; None opposed.

Presentation/authorization of vouchers. The commissioners reviewed the vouchers as of November 24<sup>th</sup> 2020. The motion to approve the vouchers as presented was made by Commissioner Lux and seconded by Commissioner Martin. All in favor; none opposed.

Payroll was presented to the board for approval. Chiefs sick time was needing to be adjusted. Commissioner Lux made a motion to approve the general payroll as amended. Commissioner Martin seconded the motion. All in favor; none opposed. Commissioner Martin made a motion that we approve the EMS payroll for the moth of November. Commissioner Lux seconded the motion. All in favor; none opposed.

Chief's report; Chief passed out monthly staffing report. Chief gave updates about a recent meeting with the new BOCC members last week to discuss the status of LC 911. Chief passed out Lexipol estimate and breakdown on training members. Makes sure they stay up to date with their training. Testimonial from other departments on this program. Discussion ensued. The board gave approval. Be aware that were looking into using a local house for hands on training. More next month. Then, meeting with chief Mahoney on group training.

Correspondence update on LCFCA meetings for next year. Jim thinks we should look into zoom for the district.

Budget; Friday. Reach out to Travis about time. Possible PST investigation contract. Revenue resource meeting. Separate agenda item to review and approve hiring process services.

Good of the order; Willie Knot had open heart surgery. Doing well and is an amazing testament to a positive attitude. Chief consultation coming up and will keep the commissioners updated. Should be an outpatient and shouldn't miss much work.

The motion was made to adjourn the meeting at 8:39 P.M. by Commissioner Lux and was seconded by Commissioner Martin.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: November 24th, 2020

**Lewis County Fire District #6**  
Special Commissioners Meeting  
December 1<sup>st</sup>, 2020  
Minutes

In attendance:

- Commissioners: Jeri Lux, James Martin, and Travis McGregor
- Administration: McKenzie Hocter and Ken Cardinale
- Visitors: Matthew McCoy

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 5:30 P.M. by the Board Chair, Commissioner James Martin.

Budget Discussion; reviewed preliminary numbers. Projected tax revenues EMS \$293,543.27 Gen: \$1,479,915.54.

Chief Cardinale asked the board about their willingness to hire another firefighter. Discussion ensued regarding the hiring process. Chief is concerned about servicing our area and how this could improve by hiring additional firefighters. He stated his concerns with call volume vs the state guidelines. Chief talked about all the recruiting and all the training we're doing. He feels strongly about the service needs of the district. Commissioner McGregor believes we need to budget for 2 new firefighters. Commissioner Lux agrees the difference in between hiring one now or hiring two now isn't significant enough to not move forward with two new hires now.

Commissioner Martin opens up the revenue resource hearing at 6:30pm. LT McCoy says we have the lowest EMS levy rate in Lewis County. Revenue resource hearing closes at 6:33pm. Commissioner Martin made a motion to adopt the preliminary budget. All in favor; None opposed.

Commissioner Martin read aloud Resolution number 20-161 general Resolution. Commissioner McGregor made a motion to approve the 2021 resolution 20-161. Commissioner Lux seconded the motion. All in favor; None opposed. Resolution number 20-162 EMS was read aloud. Commissioner McGregor made a motion to approve resolution number 20-162. Commissioner Lux Seconded this motion. Resolution passes.

Commissioner Martin made a motion to extend a conditional offer to the seconded candidate on our list. Commissioner McGregor seconded the motion.

Chief presented contracts for training and hiring services. Commissioner Martin made a motion to approve the two contracts for training and hiring services. Commissioner Lux seconded. All in favor none opposed.

The motion was made to adjourn the meeting at 7:10 P.M. by Commissioner McGregor and

Lewis County Fire District #6  
December 1<sup>st</sup>, 2020  
Minutes

was seconded by Commissioner lux.

Dated: December 1<sup>st</sup> 2020

**Lewis County Fire District #6**  
Special Commissioners Meeting  
December 9<sup>th</sup>, 2020  
Minutes

In attendance:

- Commissioners: Jeri Lux, James Martin, and Travis McGregor
- Administration: McKenzie Hctor
- Visitors:

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 5:44 P.M. by the Board Chair, Commissioner James Martin.

The special agenda was approved as presented.

The board went into Executive Session for 10 minutes per RCW 42.30.140 (4)(a) at 5:45pm. The Executive Session ended at 5:55 PM.

Discussed union negotiations. Commissioner McGregor made a motion that we accept the Collective bargaining agreement between district 6 and IAFF local 451, to ratify contract from January 1<sup>st</sup>, 2021 to December 31<sup>st</sup>, 2023. All in favor; none opposed.

The motion was made to adjourn the meeting at 5:57 P.M. by Commissioner McGregor and was seconded by Commissioner lux.

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

By: \_\_\_\_\_  
Commissioner

Dated: December 9<sup>th</sup> 2020

## **Lewis County Fire District #6**

### Commissioners Meeting

December 29<sup>th</sup>, 2020

### Minutes

In attendance:

- Commissioners: Jeri Lux, James Martin, and Travis McGregor
- Administration: McKenzie Hctor and Ken Cardinale
- Visitors: Unknown Caller Dialed in

The meeting of the Board of Commissioners, Lewis County Fire District Number Six, was called to order at 6:30 P.M. by the Board Chair, Commissioner James Martin.

The Board reviewed the agenda. The motion to approve the agenda as presented was made by Commissioner McGregor and Commissioner Lux seconded the motion. All in favor; None opposed.

Vouchers were presented to the Board for approval. Commissioner McGregor made the motion to approve the December vouchers as presented and the motion was seconded by Commissioner Lux. All in favor; None opposed.

Payroll was presented to the Board for approval. Commissioner McGregor made the motion to approve December 2020 payroll both general and EMS as presented. Commissioner Lux seconded the motion. All in favor; None opposed.

Chief's Report; Still waiting on background checks and psychological evaluation. Discussion regarding educational reimbursement. Asked the board to consider this for Daniel holmes.

Next; We have suspended training during covid, but we will start it up again in January because we cant keep putting off training without.

Fire panel; Current panel needs replacing. It's outdated. Chief sent board estimate. The board had a few questions for the new panel. Discussion ensued on this process.

Bid for station 63. Moving forward with posting this.

Lastly; Looking into doing a training at a local house. Not burning it, but using it for training.

Commissioner Martin; Information about station 63. It sits on two different tax parcels. Well is on Granges property and well is on station 63 property. McGregor suggested speaking to the company who put the well in to see what they say.

Commissioner Martin gave update on the Governors updates to public meeting regulations. The

board discussed purchasing equipment so the meetings could be held at the station, but available via Zoom for the public. Discussion ensued. The board decided against purchasing the equipment till we know more about the state mandate.

Chief wants to move forward with Bill Cushman's new budgeting program for the district.

Commissioner Martin wished everyone a Happy New Year!

The motion was made to adjourn the meeting at 7:03 P.M. by Commissioner McGregor and was seconded by Commissioner Lux.

By: \_\_\_\_\_ By: \_\_\_\_\_ By: \_\_\_\_\_  
Commissioner Commissioner Commissioner

Dated: December 29<sup>th</sup>, 2020