

**Board of Fire Commissioner
Meeting Agenda
November 21st, 2024, 1800 hrs
At 238 Mossyrock Road East**

**Call Meeting to Order
Pledge of Allegiance
Public Comment**

Approval of Agenda

Fund Balance

- October: GEN \$204,486.93, EMS \$373,149.37, Bond \$234,378.52, Capital Projects \$915.82

Executive Session RCW 42.30.110(1)(g) Review performance of an employee (30 minutes)

Old Business

- 2025 Budget

New Business

- Resolution 2024-13 General Fund Ordinance 2025 Levy
- Resolution 2024-14 EMS Fund Ordinance 2025 Levy
- Levy Certifications for General, EMS and Bond
- Volunteer Stipends
- Life Flight Memberships Renewal
- October 30th, 2024 Special Meeting Minutes
- November 13th, 2024 Special Meeting Minutes
- Cost to add Chief ad to International Assoc. of Fire Chiefs

**Good of the Order
Adjourned**

Lewis County Fire District #3
Commissioner's Special Meeting Minutes
November 21st, 2024 @ 1800 hours
@ 238 Mossyrock Road East

The Board of Commissioners meeting was called to Order by Commissioner Spahn at 1800 hrs.
Board of Commissioners in attendance – Chair Commissioner Curt Spahn, Commissioner Doug Houghtelling & Commissioner Scott Spade.
Administrative Assistant (AA) – Amanda Blankenship
Interim Fire Chief (IFC) – Richie Tevis absent
Additional attendees on sign in sheet.

Pledge of Allegiance

Public Comment: Jim Elia stated he is interested in the fire district and has been a firefighter for over 20 years in California. The board talked with Jim for a few minutes.

The AA asked Adventure Medics if they would put together a few sentences from the Medics side to add to the Community Newsletter the district would like to send out soon.

Fund Reports: The AA presented the Board with the County fund balance statements, the fire district bank/fund reports & bank statements for review.

- October Fund Balances: General \$204,486.93, EMS \$373,149.37, Bond \$234,378.52, Capital Projects \$915.82.

Executive Session: At 1808 hours, the Commissioner's Spahn and Spade entered into executive session per RCW 42.30.110(1)(g) to review performance of an employee for 30 minutes and Commissioner Houghtelling abstained from the executive session. At 1838 hours, the Commissioner's Spahn and Spade exited executive session and Commissioner Spahn stated no decisions made at this time.

Old Business: 2025 Budget was presented by the AA and reviewed by the Board. After discussion, Commissioner Spade moved to approve the 2025 budget as presented. Commissioner Spahn seconded the motion. Motion approved with all members voting in the affirmative.

New Business: The AA presented Resolution 24-13 for the General Fund Ordinance for \$156,378.61 plus the statutory limited 1% increase of \$1,563.79 to total \$157,942.40 for the General Fund Tax Levy in 2025. After review of the resolution and corresponding Levy support, Commissioner Spade moved to approve the Resolution 24-13 for the General Fund Ordinance for \$156,378.61 plus the statutory limited 1% increase of \$1,563.79 to total \$157,942.40 for the General Fund Tax Levy in 2025 as presented. Commissioner Houghtelling seconded the motion. Motion approved with all members voting in the affirmative.

The AA presented Resolution 24-14 for the EMS Fund Ordinance for \$159,644.04 plus the statutory limited 1% increase of \$1,596.44 to total \$161,240.48 for the EMS Fund Tax Levy in

2025. After review of the resolution and corresponding Levy support, Commissioner Spade moved to approve the Resolution 24-14 for the EMS Fund Ordinance for \$159,644.04 plus the statutory limited 1% increase of \$1,596.44 to total \$161,240.48 for the EMS Fund Tax Levy in 2025 as presented. Commissioner Houghtelling seconded the motion. Motion carried with all members voting in the affirmative.

The board reviewed the 2025 Levy Certifications which include new construction and State assessed utilities for the General Fund \$160,053 plus the administrative refund of \$195.22, EMS Fund \$164,000 plus the administrative refund of \$346.85 and Bond Fund \$157,442. Commissioner Spade moved to approve the 2025 Levy Certifications as presented. Commissioner Spahn seconded the motion. Motion carried with all members voting in the affirmative.

The AA presented the 2024 annual volunteer stipends in the amount of \$3001.37 and supporting documents for review. After review and discussion, Commissioner Houghtelling moved to approve the 2024 annual volunteer stipends in the amount of \$3001.37 as presented. Commissioner Spade seconded the motion. Motion carried with all members voting in the affirmative.

The AA presented the 2025 Life Flight membership renewal proposal for 16 people up to \$1200. Commissioner Spade moved to approve the 2025 Life Flight membership renewal proposal as presented. Commissioner Houghtelling seconded the motion. Motion carried with all members voting in the affirmative.

The AA presented the October 30th, 2024 Special Board of Commissioner meeting minutes draft for review. Commissioner Houghtelling moved to approve the October 30th, 2024 Special Board of Commissioner meeting minutes as presented. Commissioner Spade seconded the motion. Motion carried with all members voting in the affirmative.

The AA presented the November 13th, 2024 Special Board of Commissioner meeting minutes draft for review. Commissioner Houghtelling moved to approve the November 13th, 2024 Special Board of Commissioner meeting minutes as presented. Commissioner Spade seconded the motion. Motion carried with all members voting in the affirmative.

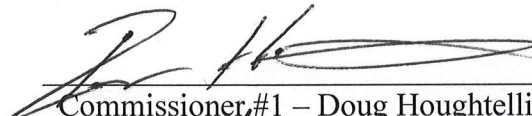
The AA stated that International Association of Fire Chiefs called back and are willing to negotiate price on a monthly basis. The Board directed the AA to respond with a counter offer of \$100 per month and to let the Board know if it is accepted.


Good of the Order: Commissioner Spahn asked about changing the locks on the main station. Commissioner Spade stated he is looking into it.

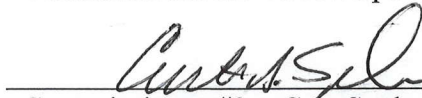
Meeting adjourned: With no other business presented, Commissioner Spahn adjourned the meeting at 1900 hrs. These are the minutes of November 21st, 2024 Lewis County Fire District #3 meeting, hereby approved as written on this 12th day of December, 2024.

Prepared by:


Administrative Assistant
Amanda Blankenship

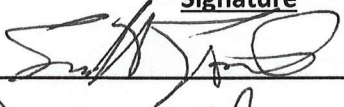

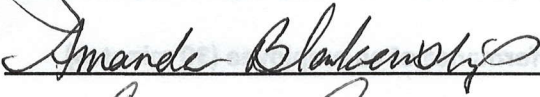
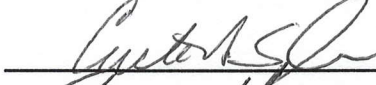

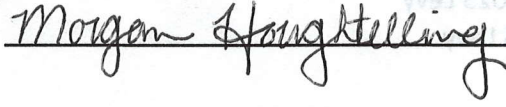

Commissioner #1 – Doug Houghtelling


Commissioner #2 – Scott Spade


Commissioner #3 – Curt Spahn

Board of Fire Commissioner
Meeting Agenda
November 21st, 2024, 1800 hrs
At 238 Mossyrock Road East

Sign In Sheet

	<u>Signature</u>	<u>Print</u>
1.		SCOTT SPADE
2.		JIM T. ELIA
3.		Amanda Blankenship
4.		CURTIS SPAHN
5.		PAUL HOUGHTELLING
6.		Morgan Houghtelling
7.		
8.		
9.		
10.		