



Onalaska Fire Department

Lewis County Fire District #1

PO Box 100, 1733 State Route 508, Onalaska WA, 98570

(360)978-4182 / Fax: (360)925-3966

Board Of Fire Commissioners

March 20, 2025

Physical location of 1733 ST RT 508

The meeting of the Board of Commissioners was called to Order by Tim Miles (Chairperson) at 1800 hrs. followed by Pledge of Allegiance

Board of Commissioners in attendance – Chair Tim Miles, Commissioner, Commissioner Carolyn Brock, & Commissioner John Faber

Chief – Brad Flexhaug

Administrative Assistant- Kim Lawrence

Additional attendees are on the sign-in sheet.

Approval of Agenda: Kim Lawrence presents today's agenda. Commissioner Brock makes a motion to approve today's agenda. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.

Guest Business: District #6

District #6 was present at tonight's meeting to propose a Mutual Aid Agreement with District #1. District #6 discussed that the City of Chehalis (48) is going to annex the Urban Growth Area. This would take a big portion of District #6. District #6 feels like a Mutual Aid Agreement with District #1 would help them if this annex were to take place. District #6 and District #1 border each other. The Mutual Aid Agreement would be in consideration of the Lucas Creek Rd area and the Northfork Rd area. Mutual Aid would be for ALS/Fire. District #6 stated that they have a rough draft drawn up for discussion if District #1 chooses to consider this agreement. In the past the Chiefs have worked together and had a previous Mutual Aid Agreement. They would like to work together again, and that the consolidation would be best for the citizens in this area. The Mutual Aid Agreement may help with the Rating Bureau agreements. District #6 has reached out to District #5 for a Mutual Aid Agreement also, but no meeting has been scheduled at this time. District #1 holds Mutual Aid Agreements with Districts #5 and #8. The BoC gave Chief Flexhaug permission for further discussion of the possibility of a Mutual Aid Agreement with Chief Cole of District #6.

Prior Meeting Minutes: The board reviewed the February 20, 2025, BoC meeting minutes. Commissioner Brock moved to approve February 20, 2025, BoC meeting minutes. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.



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Fund Reports: Kim Lawrence presented to the Board for review the February 2025 Treasurer Fund reports that show the ending balance for the month of February to be: General Fund \$752,851.62. EMS Fund \$764,498.51. UTGO Bond Fund \$11,703.56. Umpqua Bank Fund \$159,069.37.

Payroll: Kim Lawrence presented the February 2025 payroll in the amount of \$31,389.24 for the Board's review and approval. Commissioner Brock moved to approve the February 2025 payroll in the amount of \$31,389.24 as presented. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.

Warrant Distribution:

GEN-\$37,411.03

EMS-\$21,572.40

Kim Lawrence presented the, February 20, 2025, through March 19, 2025, Warrant Distribution transfer from the Treasurer account to the Imprest Account in the amount of \$58,983.43. Commissioner Brock moved to approve the Warrant Distribution, and transfer from the February 20, 2025, through March 19, 2025, Treasurer account to the Imprest Account in that amount of \$58,983.43. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.

Chief's Report March 20, 2025

Calls for the month of February 2025 – 46, Fire – 4, EMS - ALS transports – 14, BLS transports – 11, Refusals – 7, Service Calls – 4, Other – 6, Mutual aid given- District 8 - 2x's, Overlapping calls – 6.

Other

Vehicles

Ambulance 1 waiting on estimate for re-chassis – cost is up about 5%

Foam leak repaired on Engine 1-1

Air leak on T-1-1 went back to Freightliner- they were unable to find air leak. US Fire Equipment hard-lined air port into drivers side.

Stations

Training

In February we had 5 fire trainings, and 1 EMS training Live fire training completed at MERTS February 8. Extrication training completed March 8.



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Meetings

February 25 - met with Onalaska school coach and principal

February 28 - Staff meeting

March 1 - Ross McDowell (EMD) retirement party

March 3-5 - Read across America

March 4 - EMC meeting

March 5 - West Region EMS

March 5 - County Fire Chiefs meeting

March 12 - Providence Paramedic Advisory Committee meeting

March 14 - Careers on Wheels

Upcoming meetings

April 2 - County Fire Chiefs meeting

Equipment

Helmets, boots and gloves- estimates are coming for helmets!

Association Report : There was no one present to give a report.

Unfinished Business:

1. ILA-911- The updated ILA – We received an email with the updated information. They are looking for feedback on this information. All feedback needs to be addressed by the 27th of March. Then it will go to a vote. District 1 is still having concerns that the original intent was moving away from the County, there is a three-year transition period, CUC meetings are not happening. There seems to be a stall, and it needs to be moving forward.
2. Generator For Station 1- Chief Flexhaug has reached out to two generator Companies that are on the Sourcewell Roster, and they have not contacted him. Travers \$6,690.00 and Warmer \$4,994.24 bids for the Conex box for the electrical, lights, and receptacles are semi-close in price. The BoC discussed the estimates and the businesses and reached an agreement. Commissioner Brock made a motion to accept the Travers Electric estimate for the electrical on the Conex box based on them providing exterior outlets. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.



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New Business:

1. DNR Grant- The District was awarded \$15445.82 Phase 2 Grant from DNR. The money is for a Skid unit and racking system for the F-150. We are required to pay 10% and turn in receipts. The BoC discussed the spending of the money on the unit for the F-150. Commissioner Miles made a motion to purchase the Skid unit and racking system for the F-150. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.
2. Resolution 2025-02 Authorizing Surplus of Public property (16 sets turnout gear) Commissioner Miles read Resolution 2025-02 aloud. Commissioner Brock made a motion to approve Resolution 2025-02. Commissioner Miles seconded the motion. Motion carried with all members voting in the affirmative.
3. WA Fire Commissioners Association: We have not always joined WFCA as a member. The annual membership this year is \$1,679.00. Do we want to be a member. The BoC had a thorough discussion over the need for membership. The outcome of the discussion is to pay for the Annual Membership.
4. BFFF- Annual Payment for Volunteers. We are working with BVFF to get the exact number of volunteers correct for 2024. BVFF has updated their website, and not all the information came across. We will be addressing the correct payment when we receive the updated list. At that time, it will go to Chief Flexhaug and the BoC for review and signatures.
5. Zoll repair and maintenance- Our Zoll monitors are now two years old and no longer covered by a warranty and maintenance may be needed. There are three levels of maintenance agreements. Chief Flexhaug indicates that he has reviewed the plans and the best plan for the District is "Worry Free Plan" it is the highest level of maintenance. You get a battery (\$1000.00) if needed and a set of cables each year. It is a five-year plan membership for \$1,734.00 a year. This plan is without on-site repair. We would mail anything that would need service. The BoC had a discussion and accepted the Worry Free Plan for maintenance on the Zoll monitors.

The good of the Order- We need to do an annual Mailer about the District. Morgan is going to meet and discuss Fireworks. Chief Flexhaug feels that at minimum we will sell fireworks this year and put a show on next year if we cannot come up with the funds for this year.

Our next meeting is Thursday April 17, 2025

Adjournment: With no other business present, Commissioner Miles moves to adjourn at 18:58 hrs. These are the minutes of March 20, 2025, the Lewis County Fire Protection District #1 meeting, hereby approved as written on this 20 day of March 2025.



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Prepared by:

Kim Lawrence

Commissioner Chair – Tim Miles

Commissioner – Carolyn Brock

Commissioner – John Faber