



Onalaska Fire Department

Lewis County Fire District #1

PO Box 100, 1733 State Route 508, Onalaska WA, 98532

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

Board Of Fire Commissioners

October 16, 2025,

Physical location of 1733 ST RT 508

The regular meeting of the Board of Commissioners was called to Order by Commissioner Tim Miles, at 1806 hrs., followed by Pledge of Allegiance

Board of Commissioners in attendance – Commissioner Tim Miles Chairman, Commissioner John Faber, and Commissioner Brock.

Chief – Brad Flexhaug

Administrative Assistant- Kim Lawrence-Kami Flexhaug

Additional attendees are on the sign-in sheet.

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

Prior Meeting Minutes: The board reviewed September 18, 2025, BoC meeting minutes. Commissioner Brock moved to approve September 18, 2025, BoC meeting minutes. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.

Fund Reports: Kim Lawrence presented to the Board for review the September 2025 Treasure Fund reports that show the ending balance for the month of September to be: General Fund \$1,006,753.40, EMS Fund \$899,847.98, Bond Fund \$85,387.12, and Umpqua Bank \$152,307.15. The combined total for Gen, EMS, and Umpqua Bank is \$2,058,908.53.

Payroll: Kim Lawrence presented the September 2025 payroll in the amount of \$31,612.04 for the Board's review and approval. Commissioner Brock moved to approve the September 2025 payroll in the amount of \$31,612.04 as presented. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.

Warrant Distribution:

GEN-\$42,804.18 EMS-\$17,537.85 BOND-\$200.00 Total Imprest Transfer \$60,542.03

Kim Lawrence presented September 18, 2025, through October 15, 2025, Warrant Distribution transfer from the Treasurer account to the Imprest Account in the amount of \$60,542.03. Commissioner Brock moved to approve the Warrant Distribution, and transfer from the September 18, 2025, through October 15, 2025, Treasurer account to the Imprest Account in that amount of \$60,542.03. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.



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Chief's Report October 18, 2025

Calls for the month of September 2025 – 34. Fire – 8, EMS - ALS transports - 10

BLS transports – 5, Refusals - 7

Service Calls – 3, Other - 1

Mutual aid given- District 8 - 3 times

Overlapping calls - 2

Other

Grant received from GESA for \$14,137.20 for structural helmets-ordering soon

Vehicles

Hose testing completed – Lost 1 stick of hose-will need to purchase hose in the future

Pump testing completed – all 3 engines passed

Heavy Rescue truck sale process

Ambulance 1 waiting for re-chassis

Working on the design for new engine

Stations

Roll up door at Station 1-2

Training

In September we had 5 fire trainings and 1 EMS training

Meetings

September 22 - Rosenbauer

September 24 - hose testing

September 29 - DEM interviews

September 30 - Brian Gilliland retirement party

October 1 - County Fire Chiefs meeting

October 4 - Apple Harvest

October 8 - pump testing

October 8 - PAM class meeting - cancelled

October 14 - DEM interviews

October 16 - flood meeting



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Upcoming meetings

October 22 - Morton EMS meeting

October 28 - Braun Pre-build meeting

November 5 - County Fire Chiefs meeting

November 6 - Active Shooter meeting

Equipment

Helmets

Region 8 Report (Commissioners Brock & Faber)

Commissioners Bock and Faber attended the Region 8 Meeting earlier this month. Commissioner Brock stated that there was a lot of discussion on Tax Increment Financing (TIF). There is now a Lobbyist working in Legislature to revisit the TIF and how it impacts the Cities. People were asked to use the WFCOA website. TPSC insurance was discussed. Also, the possibility of reactivating dues was addressed.

Unfinished Business:

- 1. Apple Harvest Report-** Apple Harvest was a huge success. Having the Vendors seemed to increase the numbers of people visiting the Station. The demonstrations went well, and people were genially interested in them. The Obstacle course was well attended by the children. In the future we may adapt a more challenging Obstacle course for older kids. Overall, the Department was well represented by its volunteers and employees.
- 2. Fire Prevention Week and Posters Report-** Fire Prevention Week went well at school. The District had forty minutes with classes K-5th. Third, Fourth and Fifth grade participated in the Poster Contest. One winner from each class was taken to the County Contests. At that Contest Onalaska had a 3rd grader that was the Champion out of first through third grade. She won \$150.00 and the teacher of her class won \$120.00 to use in the classroom. The District is working with the school to reward the class with the best posters with popcorn and a movie. The District would like to have the children come to the Fire Station for that reward but may have to celebrate with them in class. The seven classroom winners will be invited to the November 20th BoC meeting to be appreciated and rewarded for their participation.



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- 3. TPSC Insurance update (WFCA)-** Last month the District discussed the increase in Healthcare insurance. At that time Chief Flexhaug was working with an Insurance Broeker to see if there were better healthcare insurance prices for the same coverage. Chief Flexhaug ended up with four quotes from the Broeker. There was one insurance similar in price and the other three were extremely high. After the investigation in pricing Chief Flexhaug confirmed that the District will keep the TPSC insurance through WFCA.

New Business:

- 1. Policy 1.1007-**District Awards and Recognition Commissioner Miles read Policy 1.1007 aloud to all. Commissioner Brock made a motion to accept Policy 1,1007, District Awards and Recognition. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.
- 2. OVFA-AEDs-** The OVFA has approved the spending of up to \$7,000.00 on new AEDs for the District. Chief Flexhaug did some research and found that four of the Defibrillator Tech Lifelines and one training AED with an estimated cost of \$5,215.00 is in the Stations' best interest. The AED is a simple basic model that has a seven-year battery life. After the purchase of the AEDs Chief Flexhaug will turn in his receipt to the OVFA, and the Department will be reimbursed. The Boc agrees with Chief Flexhaug.
- 3. Business Resource Center Contract and fee (payroll)-** Business Resource center has presented the annual cost increase for 2026 in the amount of \$2,944.92. Commissioner Brock made a motion to accept the 2026 annual cost increase for Business Resource Center of \$2,944.92. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.
- 4. Possible Fast Team application from out of District youth-** At the Apple Harvest the District was approached by a Winlock youth about volunteering here in Onalaska. With not having this happen in the District we felt the need for discussion with the BoC. This youth has a current WDL, and states meets grade requirements. Living outside of the District would be a challenge for the youth to respond to calls. FAST Team individuals cannot pull shifts and there are no call requirements for FAST team members. It would be possible to come to the Station after school and on weekends and attend trainings. Due to insurance changes for youth, we would need to adopt new Policy per the Insurance Company (Nicholson) and have training for all the Districts volunteers and employees to adequately adapt to FAST Team members. The BoC recommended that Chief Flexhaug reach out to Nicholson Insurance and other Districts and get more information about policy and training. After further investigation it will be brought back to the members of the BoC for further Discussion.



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5. **McCahill contract-** Dr. McCahill is the Physician Advisor for our District. He is asking for an increase in his fee of \$1,800.00. His annual total would be \$11,800.00. He would like backpay for this amount from his start date two years ago. The BoC discussed this amount and is willing to pay the increase but question the necessity of back paying. Commissioner Brock made a motion to approve the \$1,800.00 annual raise for Dr. Peter McCahil the Districts Physician Advisor. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.
6. **GESA grant for \$14,137.20-** Lewis County Fire District #1 was awarded the GESA Grant for \$14,137.20 in which Chief Flexhaug applied for. This Grant will be used for new structural fire helmets. The District sent photographs to Gesa for the publicity of the Grant to the public. Gesa will be handling all the public relations correspondence. Chief Flexhaug is unsure how the money will be dispersed. We may need to purchase the helmets and then be reimbursed. They may just cut the Department a check for the amount.
7. **AWB Christmas family grant \$1000.00-** The District was awarded the AWB Grant for Christmas Families for \$1000.00. This Grant is to be used in conjunction with the OVFA matching the funds for Christmas families this year. The AWB will be sending a check to the District in a couple weeks.

Good of the Order- November 17 at Riverside LCFCA Meeting. At the November Meeting Fire District #1 will offer to host the May LCFCA meeting. The need to print an annual report for DRS/DCP. Employees need to check DRS/DCP as well. Station 3 had the well casing ran into, and it fractured the PVC pipe about two feet underground. Moerke came to Station 3 and evaluated the damage. The gentleman from Moerke cut the portion off that needs replaced. Chief Flexhaug will take care of the repairs. The pump is shut off until repairs can be completed. Side by side-Golf cart for off road use around Carlise Lake/off road and use during public events. The BoC may consider the purchase of a side by side/golf cart. The BoC has asked for information and an estimate of the cost of a Utility Vehicle with off-road capabilities. This information will get obtained and revisited at a future BoC meeting

Our next meeting is Thursday November 20, 2025

Adjournment: With no other business present, Commissioner Miles moves to adjourn at 1950hrs. These are the minutes of October 16, 2025, the Lewis County Fire Protection District #1 meeting, hereby approved as written on this 16th day of October 2025.



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Prepared by:

Kim Lawrence

Commissioner Chair – Tim Miles

Commissioner – Carolyn Brock

Commissioner – John Faber