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 Meeting Minutes
September 17, 2026
Physical location of 1733 ST RT 508

The Regular Board of Commissioners meeting was called to Order by Commissioner Miles, at 1759 hrs., followed by Pledge of Allegiance

Board of Commissioners in attendance – Commissioner Tim Miles Chairman, Commissioner John Faber, and Commissioner Carol Brock.
Chief – Brad Flexhaug
Administrative Assistant- Kim Lawrence
Additional attendees are on the sign-in sheet.

Public Comments: No public attendance.

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

Prior Meeting Minutes:
The Board reviewed August 20, 2026, BoC Regular meeting minutes. Commissioner Brock moved to approve August 20, 2026, BoC Regular 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 July 2026 Treasure Fund reports that show the ending balance for the month of July to be: General Fund $1,335,592.11, EMS Fund $950,679.13 Bond Fund $93,275.44 and Columbia Bank was reported in July. The Fund Balance report was not received from the County Treasures office to Reconcile Funds for August. This information will be updated to the BoC when it is received later. For August Kim Lawrence presented to the Board for review the Columbia Bank ending amount of $154,474.19.

Payroll: Kim Lawrence presented the August 2026 payroll in the amount of $54,143.08 for the Board's review and approval. Commissioner Brock moved to approve the August 2026 payroll in the amount of $54,143.08 as presented. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.

Warrant Distribution:

GEN-$55,969.73 **EMS**-$36,277.23 Total - Imprest Transfer $92,246.96

Kim Lawrence presented August 20, 2026, to September 16, 2026, Warrant Distribution transfer from the Treasurer account to the Imprest Account in the amount of $92,246.96.

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Commissioner Brock moved to approve the Warrant Distribution, and transferred from August 20, 2026, to September 16, 2026, Treasurer account to the Imprest Account in that amount of $92,246.96. Commissioner Faber seconded the motion. Motion carried with all members voting in the affirmative.

Chief's Report September 17, 2026

Calls for the month of August 2026 - 48
Fire - 7, EMS - ALS transports – 19, BLS transports – 9, Refusals – 3,
Service Calls – 3, Other - 7
Mutual aid given- 2x's to District 8, 2x's to Dist. 5
Overlapping calls - 5

Other
Generator

Vehicles

Stations
Roll up door at Station 1-2- Trying to find someone on the MRSC Roster to do the work.
Resealing of asphalt completed at Station 1

Training
In August we had 4 fire trainings and 1 EMS training
3 personnel enrolled in FF1 academy
1 personnel enrolled in EMT class

Meetings
August 26 - meet with School administration
September 1 - Law and Justice council meeting- Looking into a 3/10th of a percent for Emergency services. There are concerns about how the money would be spent. Chief Flexhaug is on the Board.
September 2 - WREMS meeting
September 2 - LC Fire Chiefs meeting
September 3 - Active Shooter
September 15 - 911 Ops Board meeting

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Upcoming meetings

September 28 - School Board meeting
September 29 - Hose testing
September 30 - PAM class
October 3 - Apple Harvest Festival
October 6 - Law and Justice council
October 7 - County Fire Chiefs meeting
October 8 - Active Shooter meeting

Equipment

Grant submitted for training mannequins and door breaching prop

OVFA REPORT- Kim Lawrence presented the OVFA Preparing to help with Apple Harvest and Haloween. The OVFA will have vendors out on the grass. The Bazaar in November is coming together.

Unfinished Business:

1. **Generator- Generator:** The original gentleman that did the Bid seems to not work with Travers anymore. Cole Travers has taken the project over. Chief Flexhaug is struggling with receiving communications with Travers. The Sub-contractor has been great to work with. At this point Cole states that they are still waiting for the Automatic Transfer Switch. The lines have been dug, conduit is in and the concrete pad is poured. The Generator has not been moved to the pad. Chief Flexhaug was questioned about this project being prevailing wage. He went back in his emails and updated Cole with that information. The District is concerned that they may have underbid the project and will ask for more money. At this point the communication has been poor, and the project has been long and drawn out.

New Business:

1. **Insurance Premium- Update -Increase:** TPSC is increasing the rates for 2027 18.5%. Insurance throughout the state is increasing due to more sick people and higher costs. The District pays healthcare for three employees currently. The Districts choice of coverage is PPO Plan 300. The cost for that is $6,597.29 a month for the three employees and their

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families. The increase will significantly raise the cost of coverage. The BoC discussed the issue at hand and decided that they need more information on other plans within TPSC, an estimate cost increase for 2027 (we will be hiring more employees in 2027), and the possibility of the employees paying some out of pocket for coverage. The BoC will revisit this matter next month and decide.

2. **New Personnel:** J Browning, S Rueschenberg- The BoC reviewed J Browning and S Rauschenberg's applications. Commissioner Brock made a motion to accept J Browning as an OVFA member. Commissioner Faber seconded the motion. Motion carries with all members voting in the affirmative

3. **EMAC Contract-** The EMAC contract is a legal document that needs signed so the District can MOBE out of state. This is a Federal contract. The BoC reviewed the contract. Commissioner Brock made a motion to accept the contract and have Commissioner Miles, Chief Flexhaug and Secretary Kim Lawrence sign the contract. Commissioner Faber seconded the motion. Motion carries with all members voting in the affirmative.

4. **Resolution NO. 2026-05, Authorizing Surplus of public Property, 1996 Luke Flatbed Trailer:** Commissioner read Resolution NO. 2026-05 to the BoC. Commissioner Brock made a motion to approve Resolution NO. 2026-05 as written and to surplus the 1996 Luke Flatbed Trailer once the Generator is removed. Commissioner Faber seconded the motion. Motion carries with all members voting in the affirmative.

5. **Sign at Station 2:** The reader board sign at Station 2 was backed into and has some damage. The post is bent, the plexiglass popped out but is not broken. The old six-foot fluorescent light bulb is broken. Nicholson insurance was contacted and stated that our deductible is $1000.00. They asked us to get an estimate. The BoC would like the District to get an estimate from Esco Pacific and see how much it will be to repair the reader board and not replace it. Chief Flexhaug feels that the District can manage the repairs if necessary. The District will get an estimate and will revisit this issue at the next meeting.

6. **Apple Harvest:** Apple is approaching fast and the District will be shorthanded on that Saturday. All three of the BoC members are willing to help. The OVFA will also help us. We will have 1250 suckers to pass out this year. We will have Sparky and the Raccoon from Dispatch. There will also be a couple Dispatch personnel at the station with a booth. The parade is at 1130. The District will set up at the Station at 0900. There will be some new attractions at the Station this year for the kids.

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NO. 2026-04: Executive Session Personnel- RCW 42.30.110 (1) (g): Executive Session was called at for fifteen minutes at 1930 for fifteen minutes. Meeting was adjourned at 1945. The decision was made available from Executive to the public that Commissioner Brock made a motion to accept S Rueschenberg to be hired as a per diem employee. Commissioner Faber seconded the motion. Motion carries with all members voting in the affirmative.

Good of the Order: Christmas Tree Lighting with Kara. We did a walkthrough with her and things will change a little bit for this year. She will touch base with us as the event date gets closer. October Budget meeting will be at 5:30pm on October 15th. Fire Prevention Week, this year the District is going to try something different. We will hand out the educations information to the teachers and have them participate in the Poster Contest. Then this Spring when they need to so field trips, we will do station tours and educational demonstrations with the kids. We still need to discuss this with the school. On October 6th the Region 8 Meeting is in Napavine at 6:30pm. Commissioners Brock and Faber plan on attending as well as Chief Flexhaug and Secretary Kim Lawrence. Seasonal employees went great this year and we miss them. The District learned a lot with this program. Commissioner Brock stated that the AEDs the District surplused to the Senior Center are all in service. Commissioner Miles would like to see the position of the Department such as Paramedic, EMT etc. defined on a board for the public to view. EMS Levy in May!

Adjournment: With no other business present, Commissioner Miles adjourns the meeting at 2009hrs. These are the minutes of September 17, 2026, the Lewis County Fire Protection District #1 meeting, hereby approved as written on this 17th day of October 2026.

Prepared by:
Kim Lawrence
Kim Lawrence

Commissioner Chair – Tim Miles

Not in Attendance
Commissioner – Carolyn Brock

Commissioner – John Faber