



Lake Wenatchee Fire & Rescue
21696 Lake Wenatchee Hwy
Leavenworth, WA 98826
Phone 509.763.3034 Fax 509.763.8800
lwfr@nwi.net

LWFR COMMISSIONERS MEETING MINUTES January 8, 2019 10:00AM

In Attendance: Chairman Schmitten, Commissioner Payne, Commissioner Gibbs, Chief Lamar, Secretary Wiley, Assistant Coordinator Glover

In Audience: Chuck Kocher, Kelly McDaniels, Michael Stanford, George Wilson, George Hiteshew, David Millard, Becky Payne, David Walker

- I. Call to Order. Chairman Schmitten called the meeting to order at 9:57 AM.
 - II. Pledge of Allegiance.
 - III. Approval of Agenda. Commissioner Schmitten moved to approve the agenda, motion carried.
 - IV. Public Input. None
 - V. Chairman Schmitten conducted the swearing in of David Walker as Assistant Fire Chief
 - VI. Consent Agenda - All matters listed within the Consent Agenda have been distributed to each member of Lake Wenatchee Fire & Rescue's Board of Commissioners for reading and study. They are considered to be routine and will be enacted by one motion of the Commissioners with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.
 - Approval of Minutes from the Regular Meeting on December 11, 2018
 - Approval of Monthly Vouchers
 - AP December 7: \$6,984.83
 - AP December 21: \$18,763.59
 - AP December 28: \$3,654.73
 - Payroll January 5th: \$21,422.50
 - Finance Reports: Budget Position & Monthly Position
 - Chief Lamar advised Board the end of 2018 carryover amount and presented the Commissioners the Recommended Personnel and Budget adjustments for 2019.
- Commissioner Gibbs moved to approve the consent agenda as presented, motion carried.
- VII. Department Reports—
 - a. Chief's Report. See Attached.
 - b. Maintenance Report - Finishing up on Cascade Medical Center vehicle maintenance, will be starting on LWFR apparatus, one of the 93 garage door openers is needing to be repaired. Door company will be coming out to repair.

- Administration Report - Resolution 2019-1 additional compensation to be provided to Chief Officers who provide services to the District not included in job description: approved by Commissioners. Levy amount adjustment of the District 4 Bond: Commissioners were advised that we were looking into the balance of the bond due and will notify them as soon as possible with an amended resolution.
- c. Training Report - Back to Basics - FF will be suiting up in PPE, SCBA and tying knots at every training. Annual training plans sent out.
 - d. Strategic Plan Report - Dennis Broughton will be updating soon.

VIII. Unfinished Business -

Electrical upgrade - LED Upgrade complete. Still waiting for invoice from Schmitt Electric with rebates deducted. Outside lighting at Station 93 have fixtures ordered so it's more of a down light and not so intrusive to the neighbors.

Generator project - Completed and we received \$8,299 from DNR grant.

IX. New Business - Applied for a \$1,200 EMS grant

X. Announcements - Chairman Schmitten and Commissioner Payne will attend the State Auditors exit meeting today. Annual Banquet is January 16, 2019 at 6:00pm

XI. Executive Session. Yes, personnel. Meeting called to order at 10:42am concluded at 11:28am

XII. Action taken as result of Executive Session - Commissioners met in Executive Session to review personnel performance. Following the personnel performance review, Commissioner Payne moved and Commissioner Gibbs seconded to approve the attached changes to Incentives and Salaries to be effective January 1, 2019. Kim Wiley, Administrative Coordinator pay increase will be effective December 1, 2018 as per her employment agreement. Assistant Fire Chief will be allowed Duty pay. Decision on seasonal summer help will be postponed until April 2019. Please see attached 2019 Wages and Incentives.

XIII. Other:

XIV. Conclude. Chairman Schmitten concluded the meeting at 11:28am

Attest:

Kim Wiley
District Secretary