



# FIRE DISTRICT 6

*Serving Castle Rock and Northern Cowlitz County*

P.O. Box 205 • Castle Rock, WA 98611 • (360) 274-4413 • Fax (360) 274-3151

---

January 13, 2025                      Regular Board Meeting

Commissioner's present:        Justin Stennick  
   Mark Watenpaugh  
   Mike Kayser

Others present:                      Chief Bill LeMonds  
   Assistant Chief Andy Ogden  
   District Secretary Abbey LaBerge

---

Regular Board Meeting called to order by Commissioner Stennick @ 5:30 p.m.

Public Comment: None

Consent Agenda: **Commissioner Kayser made the motion to approve the following items as presented on the Consent Agenda. Motion seconded by Commissioner Stennick. Motion carried.**

- A. Approval of Minutes
- B. Payment of Payroll and Vouchers:
  - i. Payroll - \$74,641.77
  - ii. Vouchers - \$509,925.31
  - iii. Total - \$584,567.08

Chief Report:

- Chief LeMonds attended the following meetings
    - School safety meeting
    - Exit conference for the Cowlitz 911 audit
    - SW Washington healthcare alliance meeting
    - Wa. State Fire Marshals group meeting
    - Cowlitz 911 Board meeting
    - Law and Fire Chief's joint meeting
    - Chiefs and EMS meeting
    - Online training on "smart plugs"
    - Pre-application meeting with the city for storage at 890 Dougherty Dr.
    - GEMT cost report closeout meeting for fiscal year 2024
  - An email was sent to the board on the comparison of purchasing an ambulance vs doing a remount.
  - Chief LeMonds, Secretary LaBerge, and Commissioner Watenpaugh attended the exit conference for the District's audit. There were no findings.
  - The new narcotic safes were installed on the ambulances but had to be removed due to malfunctions. The new narcotic safe for the store room has been delivered.
-

- The District attended the Festival of Lights.
- Attorney Snure sent out an update on records retention schedules.
- The District held its annual Santa Run.
- The new power stair chairs have been delivered and will be put into service this month.
- Annual service was completed on the cots and loaders in all the medic units.
- Roof Doctor came and repaired a section of the roof that was leaking.
- The new Tenders were picked up.
- The sign was installed on the front of the building.
- The transfer of the rescue for the squad is complete.
- Recap on end of the year budget numbers.

Old Business:

- A. Capital Projects Update
  - a. The Tenders have been picked up and Asst. Chief Ogden is working on the next steps for them.
  - b. E61 – production has begun.
  - c. Gassman building proposal – Discussion regarding the proposal. **Commissioner Watenpaugh made the motion to approve the proposal as presented for \$218,032 for a storage building at the Gassman Road property. Motion seconded by Commissioner Stennick. Motion carried.**

New Business:

- A. Administration contracts – The board was presented with following contracts for approval.
  - a. Chief Employment Contract – **Commissioner Watenpaugh made the motion to approve the contract as presented. Motion seconded by Commissioner Kayser. Motion carried.**
  - b. Assistant Chief Employment Contract – **Commissioner Watenpaugh made the motion to approve the contract as presented. Motion seconded by Commissioner Kayser. Motion carried.**
  - c. District Secretary Employment Contract – **Commissioner Kayser made the motion to approve the contract as presented. Motion seconded by Commissioner Stennick. Motion carried.**
- B. Resolution 2025-01, Setting the 2025 Wages – **Commissioner Kayser made the motion to approve Resolution 2025-01 as presented. Motion seconded by Commissioner Watenpaugh. Motion carried.**
- C. Grant Writing Proposal – The board was presented with a quote to hire a grant writer for the upcoming Safer Grant cycle. **Commissioner Kayser made the motion to approve the cost of hiring a grant writer for \$4800. Motion seconded by Commissioner Watenpaugh. Motion carried.**
- D. Dry Box Proposal – The board was presented with a proposal to purchase two dry boxes for the Gassman Road property. **Commissioner Kayser made the motion to approve the purchase of two dry boxes. Motion seconded by Commissioner Watenpaugh. Motion carried.**

- E. Resolution 2025-02, Cancelling unredeemed warrant – **Commissioner Watenpaugh made a motion to approve the cancellation of the unredeemed warrant #3059 in the amount of \$11.66. Motion seconded by Commissioner Kayser. Motion carried.**

Commissioners Report:

- Commissioner Watenpaugh spoke about the exit conference for the District's audit and expressed his gratitude to the staff and District Secretary on their hard work to uphold the laws set forth by the State Auditor's Office.

Good of the Order:

- Commissioner Watenpaugh acknowledged the completion of the front of the station's remodel and thanked everyone involved.

With no further business, **Commissioner Kayser made the motion to adjourn the January 13, 2025 Regular Board Meeting. Commissioner Watenpaugh seconded the motion. Motion carried.**

Meeting adjourned @ 6:15 p.m.