

Whatcom County Fire District No. 11
Board of Fire Commissioners
3809 Legoe Bay Road, Lummi Island, WA. 98262
August 14th, 2018

CALL TO ORDER: Chairman Wendell Terry at 3809 Legoe Bay Road, Lummi Island, WA 98262 called the Regular Meeting for August 14th, 2018 to order, at 7:06 p.m.

PRESENT: In attendance were Commissioner Bill Lee, Commissioner Ed Scott, Commissioner Wendell Terry, Chief Duncan McLane, and Board Secretary Lisa Lish (called in).

GUEST: Bob Auld and Steve Kopanos.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: Minutes for the Regular Board of Commissioners Meeting on July 10th, 2018 were approved as submitted by Commissioner Wendell Terry.

CHIEF'S REPORT: Chief McLane gave report.

PAYROLL:

Motion: Commissioner Bill Lee made motion, "To approve the payroll for August 2018 (Hourly employees, Battalion Shifts for July 2018 Hours; and current month August 2018 for Contracted Employees) in the amount of \$15,072.39." Seconded by Commissioner Ed Scott AND PASSED 3-0.

BLANKET VOUCHERS:

The Board of Commissioners, at 3809 Legoe Bay Road, Lummi Island, WA 98262, reviewed the regular Blanket vouchers approval documents for August 2018 Expenses for approval of payments, on August 14th, 2018 and approved. "Vouchers audited and certified by RCW 42.24.080, and those expenses, reimbursement claims certified as required by RCW 42.24.090, have been made available to the Board."

Motion: Commissioner Bill Lee made motion, “To approve the CC vouchers for August 2018 Vouchers #180801001 and approve for payment those CC vouchers included in the list in the amount of \$375.76” Motion seconded by Commissioner Ed Scott AND PASSED 3-0.

Motion: Commissioner Bill Lee made motion, “To approve the vouchers for August 2018 vouchers #180802001-180802018 and approve for payment those vouchers included in the list in the amount of \$9,198.24” Motion seconded by Commissioner Ed Scott AND PASSED 3-0.

FINANCIAL/SECRETARY REPORTS: June Financial Report made available for review.

COMMUNICATIONS: The district received a notice from WFCA for 2019’s approved health care premium rate increase of 7.5% to take effect on January 1, 2019.

The district also received a rate increase notice from the SOA. As of January 1, 2019 their hourly rate for local government audit work will be \$100, up from \$75. Their fraud investigation rate will be \$125 and their travel rate is 75% of the hourly rate.

UNFINISHED BUSINESS: Chief McLane provided a draft payroll policy for the board to review. Having a payroll policy in place was a verbal recommendation made by the SAO.

Motion: Commissioner Bill Lee made motion, “To approve the payroll policy as submitted” Motion seconded by Commissioner Ed Scott AND PASSED 3-0.

The Districts sick leave policy approved at June regular meeting was resubmitted by Chief McLane with greater detail to include LNIs new rules.

Motion: Commissioner Bill Lee made motion, “To approve the sick leave policy as submitted” Motion seconded by Commissioner Ed Scott AND PASSED 3-0.

Fire Prevention/Disaster Preparedness Division is still in progress.

Commissioner Wendell Terry made motion, “To have Chief McLane start on the policy and procedures for the Fire Prevention/Disaster Preparedness Division of the District” Motion seconded by Commissioner Bill Lee AND PASSED 3-0.

NEW BUSINESS: The annual WFCA Conference is in Yakima from October 24th through the 27th. The Commissioners will confirm their availability and get back to Secretary Lish so rooms can be reserved.

The board and Chief McLane had discussion on the Tahoe needing the lifters repaired.

Commissioner Ed Scott made motion, "To have the Tahoe repaired" Motion seconded by Wendell Terry Lee AND PASSED 2-0 Commissioner Bill Lee abstained.

Chief McLane stated he would like us to start budget planning in September for upcoming needs. The board will get dates to Secretary Lish to set a date for a budget workshop.

RESOLUTIONS: Cancellation of Warrants more then a year old per Washington code sec 36.22.100.


Motion: Commissioner Ed Scott made motion, "To approve Resolution 2018-247 Cancellation of Warrants more then a year old." Motion seconded by Commissioner Bill Lee, AND PASSED 3-0.

GOOD OF THE ORDER:

SIGNING OF THE DOCUMENTS:

Motion: There being no other business to come before the Board of Commissioners, Commissioner Ed Scott moved and Commissioner Bill Lee seconded, to adjourn the meeting, AND PASSED 3-0.


The meeting was adjourned at 7:49 p.m.




Lisa Lish,
Board Secretary

By: 

Commissioner Wendell Terry

By: 

Commissioner Ed Scott

By: 

Commissioner Bill Lee

Approved at the Whatcom County Fire District # 11 Board of Commissioner Meeting on September 11th, 2018.