



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
August 14, 2018**

PRESENT: Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, Commissioner Chris Moe, District Chief Jerry DeBruin, Battalion Chief Frank Cain Jr., Training Officer David Moe and District Administrator Jo Olson

ABSENT: Battalion Chief Jay Van Middendorp & Battalion Chief Denise Christensen,

GUESTS: Stephen Johnson, Stake Holder

Regular Meeting called to order at 5:00 PM at Kendall Fire Station

Items signed by the Commissioners:

- Regular and Special meeting minutes read and approved
- Warrants in the amount of \$21,123.76
- Payroll in the amount of \$34,955.00
- Voucher, medical
- Employment agreements

Hand Outs:

- Bank of the Pacific Report
- Monthly Incident Reports
- Monthly Spending Chart
- Zervas Group Architects, probable cost sheet for Kendall improvement
- Commissioner Graham letter to the City of Sumas
- Bill of sale for bid on T-9103

July's Treasurers Report:

714 Expense Fund

• Starting Balance	\$178,929.55
• Tax Receipts	\$3,683.99
• Misc. Receipts	\$26,924.00
• Warrants	\$58,747.62
• Ending Cash Balance	\$135,789.81
• Investment Starting Balance	\$171,104.65
• Purchases & Pool Earnings	\$213.81
• Total Cash & Investment Pool	\$307,108.27

71410 Go Bond

• Prior Debt	\$86,803.88
• Debt Paid	\$783.00
• Debt Outstanding	\$86,020.88

71420 Reserve Fund

• Prior Balance	\$347,621.20
• Purchases & Pool Earnings	\$15,426.25
• Ending Balance	\$363,047.45

71442 Mitigation Fees

• Prior Balance	\$11,367.33
• Purchases & Pool Earnings	\$14.21
• Ending Balance	\$11,381.54

Bank of the Pacific Statement:

• Beginning Balance (7/01/2018)	\$474.14
• Deposits/Misc. Credits 19	\$29,342.62
• Withdrawals/Misc. Credits 6	\$26,695.27
• Ending Balance (7/31/2018)	\$3,121.49

Correspondence:

Kendall Loan Cost Transfer:

- Commissioners agree to transfer \$15,000 from the 714 account to the 71420 reserve account

District Administrator:

Void/Cancel Warrant:

- District Administrator noted that the County indicated a check void was not necessary
- County instructed to just mail to the check to the corrected address
- Address is being updated by the County for this vendor

Wells Fargo Business Checking/Public Funds:

- District Administrator noted that even though last month's decision to go with a *Simple* Business Checking account, due to the fact the Public Funds account type is no longer available, Wells Fargo still assigned a wrong account type
- District Administrator indicated she contacted Wells Fargo and the issue has been escalated and should be resolved in a few days; a case number has been assigned

Old Business:

New Ambulance:

- Commissioner Graham asked about news on the ambulance being built for the district
- Training Officer Moe indicated the ambulance work is in process

City of Sumas Agreement (Amendment Extension Years 2019 & 2020):

- Discussion on commissioner Graham's letter to the City of Sumas
- District Chief DeBruin indicated the City of Sumas is sending out another Agreement Amendment Extension to be signed as it was discovered there were some issues with the last agreement
- Discussion continued

Tender Bid:

- Training Officer Moe indicated the Tender has been sold
- Discussion continued

Zervas Group Architects - probable cost sheet for Kendall improvement

- Cost sheet provided by Zervas was reviewed
- Discussion continued on the overwhelming total cost estimate of the project
- Discussion continued on ways to finance and other options so the district can be best prepared to meet the needs of the community now and in the future
- Commissioner Moe said he will check into other building options
- Commissioner Moe and District Chief DeBruin will look into other financing options

Battery Powered Jaws Units:

- Commissioner Graham asked about news on the Jaws unit
- District Chief and Training Officer Moe indicated no news yet

Training Officer David Moe:

EMT Class:

- Training Officer Moe noted the EMT class has been completed

Fire Recruit Academy:

- Training Officer Moe spoke about the upcoming fire academy class

District Chief DeBruin:

Reese Hill Road Construction Work:

- District Chief DeBruin indicated they are doing work on the Reese Hill road
- District Chief DeBruin and Commissioner Moe spoke about the possibility of a fire hydrant being put in at the bottom of Reese Hill as this would be a great time to do that while they are working in that area
- District Chief DeBruin said he talked with them about the possibility of putting in a fire hydrant and they were on board with it
- Discussion continued on the cost and maintenance of the fire hydrant
- District Chief DeBruin spoke about one he could possibly get for a good price
- Commissioners agreed a hydrant would be valuable in that location

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - Battalion Chief Van Middendorp was not present for meeting

- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - Battalion Chief Cain Jr. indicated all is well
 - Battalion Chief Cain Jr. said a long-time volunteer is going to retire but she will be back volunteering soon

- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen was not present for meeting

Guest: Stephen Johnson

- Commissioner Graham asked Stephen Johnson if he had anything he would like to share
- Stephen Johnson spoke about the situation at a local fueling place

Regular Meeting adjourned 6:10PM

The next regular meeting will be at Kendall Station on September 11, 2018 at 5:00 PM

Commissioner-Chair, RobRoy Graham

Commissioner, Leonard Bjornstad

Commissioner, Chris Moe

District Administrator, Jo Olson