



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14  
COMMISSIONERS' MEETING  
December 12, 2017**

**PRESENT:** Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, Commissioner Chris Moe, District Chief Jerry DeBruin, Battalion Chief Jay Van Middendorp, Training Division Lieutenant David Moe and District Administrator Jo Olson

**ABSENT:** Battalion Chief Denise Christensen and Battalion Chief Frank Cain Jr.

**GUESTS:**

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

**Items signed by the Commissioners:**

- Regular Meeting Minutes read and approved
- Warrants in the amount of \$101,401.57
- Payroll in the amount of \$32,420.75
- Pension Retirement Form
- Resolution 2017-06 2018 Transport Rates
- Annual Retire/Rehire Physical Examination Certification
- Interlocal Agreement for First Response Emergency Medical Services

**Hand Outs:**

- Treasurers Monthly Report
- Bank of the Pacific Report
- Monthly Incident Reports
- Monthly Spending Chart and Budget to date (to commissioners)

## November's Treasurers Report:

### 714 Expense Fund

• Starting Balance	\$403,206.44
• *Investment Proceeds	\$15,000
• Tax Receipts	\$45,616.84
• Misc. Receipts	\$18,815.00
• Transfers In	\$3.71
• Warrants	\$127,989.78
• *Transfers In	\$15,000.00
• Investment Purchase	\$15,000.00
• <b>Ending Cash Balance</b>	<b>\$324,652.21</b>
• <b>Investment Starting Balance</b>	<b>\$169,648.00</b>
• <b>Purchases &amp; Pool Earnings</b>	<b>\$15,163.08</b>
• <b>Investment Sales</b>	<b>\$15,000.00</b>
• <b>Total Cash &amp; Investment Pool</b>	<b>\$494,463.29</b>

*Note: \* correction, see back up information*

### 71410 Go Bond

• Prior Debt	\$93,019.80
• Debt Paid	\$769.03
• Debt Outstanding	\$92,250.77

### 71420 Reserve Fund

• Prior Balance	\$255,078.61
• Purchases & Pool Earnings	\$15,245.20
• Ending Balance	\$270,323.81

### 71442 Mitigation Fees

• Prior Balance	\$11,270.56
• Purchases & Pool Earnings	\$10.83
• Ending Balance	\$11,281.39

### **Bank of the Pacific Statement:**

• Beginning Balance (11/01/2017)	\$1,345.90
• Deposits/Misc. Credits 18	\$25,785.35
• Withdrawals/Misc. Credits 3	\$18,265.00
• Ending Balance (11/30/2017)	\$8,866.25

### **Correspondence:**

- Hourly Rates up for Attorney's Chmelik Sitkin & Davis P.S.

## **Old Business:**

### **Kendall Station Addition:**

#### **Land/Cutting Permit, Building Permit and New Water Well**

- Commissioner Graham asked District Chief DeBruin about the cutting of trees at Kendall Station
- District Chief DeBruin indicated Battalion Chief Cain Jr. is still on track for starting on or around December 15th
- Discussion on the tree cutting continued
- Commissioner Graham asked District Chief DeBruin about the building permit
- District Chief DeBruin noted he found out we will need to put in a new well
- Discussion continued on the new well and how it might impact building permit etc.
- District Chief DeBruin indicated they received a bid for a new well
- Commissioner Moe asked to have the price for the new well include the cost for decommissioning the district's old well

#### **Resolution 2017-06 2018 Transport Rates**

- Commissioners and group discussed the BLS rates for 2018
- Commissioners all agreed on Resolution 2017-06 BLS Rates for 2018 as presented and signed the resolution

#### **Loan Cost:**

- Commissioners agreed the amount of \$15,000 will be transferred from the 714 account to the 71420 reserve account by District Administrator Olson

#### **Shift Work and BLS Calls:**

- Commissioner Moe asked about shift work and the stipend amounts
- District Chief DeBruin spoke to the logistics of shiftwork and BLS and the cost thereof
- Discussion continued on stipend amounts for shifts and BLS, etc.

## **New Business:**

### New Well:

- New well was discussed in old business:

### Shell Fuel Station:

- Commissioner Graham asked about fueling for the Welcome Station vehicles now that the Shell Station is no longer available for fueling
- District Chief DeBruin spoke about the Shell Station being closed and he will be looking into where the Welcome Station will now be getting their fuel
- Discussion continued on using the Fuel Station across from the Kendall Station as well as the Welcome Store for getting fuel and canceling Shell Credit Cards

### Interlocal Agreement for First Response Emergency Medical Services:

- Interlocal Agreement for First Response Emergency Medical Services was discussed and signed by commissioners \* *Note, new information came out after meeting making this agreement invalid, a new one will be re-signed at the next meeting*

### Volunteers:

Volunteers Larry Moore and RobRoy Graham to retire from volunteering at the end of December

## **Fire Station Reports:**

- Station 1, Sumas Battalion Chief Jay Van Middendorp
  - Battalion Chief Van Middendorp indicated all is well at the Sumas Station
- Station 2, Kendall Battalion Chief Frank Cain Jr.
  - In Battalion Chief Cain Jr. absence District Chief DeBruin indicated all is well at the Kendall station
- Station 3, Welcome Battalion Chief Denise Christensen
  - In Battalion Chief Christensen absence District Chief DeBruin noted all is well at the Welcome station

## **District Chief Jerry DeBruin:**

GEMT (Ground Emergency Medical Transportation) reimbursement:

- District Chief DeBruin noted he and District Administrator Olson will be getting started on this soon

County EMS Administrator:

- District Chief DeBruin indicated no news on the EMS Administrator to report

**Training Division Lieutenant David Moe:**

Burn House:

- Training Division Lieutenant Moe indicated the house burn went well
- Discussion continued on the house burn

Training:

- Training Division Lieutenant Moe noted he and some volunteers are working together on putting together a more intense Probationary (probie) Volunteer Training Plan to help eliminate anyone missing any important training
- Discussion continued on accepting applications for new volunteers etc.

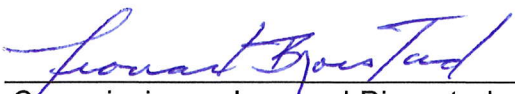
Army Truck:

- Training Division Lieutenant Moe said the army truck will be ready soon for pick up

Regular Meeting adjourned 5:56PM

The next regular meeting will be at Kendall Station on January 09, 2017 at 5:00 PM

  
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Commissioner-Chair, RobRoy Graham

  
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Commissioner, Leonard Bjornstad

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Commissioner, Chis Moe

  
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District Administrator, Jo Olson