



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14  
REGULAR COMMISSIONERS' MEETING  
October 10, 2023**

**PRESENT:** Commissioner RobRoy Graham, Commissioner Chris Moe, Commissioner Russell Vreugdenhil, District Chief Jerry DeBruin, Assistant District Chief David Moe, and District Administrator Jo Olson.

**Absent:** Battalion Chief Jay Van Middendorp & Battalion Chief Frank Cain Jr.

**Guests:**

Meeting called to order at 4:00PM.

**Items approved and signed by the Commissioners:**

- Approval of Regular Meeting Minutes September, 2023
- Approval of Current Claim Payment Request & Payroll
- 714 Warrants in the amount of \$131,843.72 & ACH \$2,756.13
- 71430 Warrant in the amount of \$326,009.00
- Payroll in the amount of \$47,498.34
- BVFF Reimbursement Voucher and Volunteer Retirement

**September 2023 Treasurers Report:**

714 Expense Fund

• Starting Cash Balance	494,473.80
• Tax Receipts	11,328.27
• Misc. Receipts	26,029.00
• Warrants/Remittances	126,935.63
• Refunds Interest Paid	.02
• Ending Cash Balance	<b>401,895.42</b>
• Prior Investment Balance	33,011.59
• Purchase & Pool Earnings	69.88
• Ending Investment Balance	<b>33,081.47</b>
• <b>Total Cash &amp; Investment Pool</b>	<b>434,976.89</b>

71420 Reserve Fund

• Starting Cash Balance	321,076.80
• Misc. Receipts	19,630.64
• Ending Cash Balance	<b>340,707.44</b>
• Prior Investment Balance	299,824.37
• Purchases Pool Earnings	576.66
• Ending Investment Balance	<b>300,401.03</b>
• <b>Total Cash &amp; investment Pool</b>	<b>641,108.47</b>

71442 Mitigation Fees

• Starting Cash Balance	2,242.46
• Misc. Receipts	2,984.72
• Ending Investment Balance	5,227.18

71410 Go Bond

• Warrants/Remittances	407.45
• Total Disbursements	407.45
• Prior Debt Outstanding	814,929.33
• Debt Paid	
• Debt Outstanding	814,929.33

**Bank of the Pacific Statement:**

• Beginning Balance (08/01/2023)	4,872.13
• Deposits/Misc. Credits 18	17,961.18
• Withdrawals/Misc. Credits 6	21,802.38
• Ending Balance (09/30/2023)	1,030.93
• Service Charge	

**Meeting Minutes:**

September 2023 Regular Commissioners Meeting Minutes:

**Motion:** Commissioner Moe **motioned** to accept the Regular meeting minutes. The motion was **seconded** by Commissioner Graham and approved.

**Claim Payment Request & Payroll:**

October 2023 Claim Vouchers and Payroll, including Draw 2 for Midwest Fire the last draw for the with loan with Banner Bank.

**Motion:** Commissioner Graham **motioned** to accept the claim vouchers and payroll. The motion was **seconded** by Commissioner Vreugdenhil and approved.

## **BVFF Vouchers- Reimbursement & Volunteer Retirement**

**Motion:** Commissioner Vreugdenhil **motioned** to accept the Voucher for Physical Reimbursements and Volunteer Retirement. The motion was **seconded** by Commissioner Moe and approved.

### **Old Business:**

Property Sale in Sumas:

- District Chief DeBruin noted nothing new on property sale.
- Deadline for purchase was discussed.

General Election:

- District Chief DeBruin and Assistant Chief Moe spoke to Open House for this upcoming weekend at the Kendall Station and Sumas Station and for the following weekend as the Welcome Station.
- An ad campaign was discussed

Employee Health Care 2024:

- Discussed was the 2024 Employee Health agreement form.
- Commissioner Graham signed Employee Health form for 2024.

### **District Chief DeBruin:**

Fire Truck Delivery:

- District Chief DeBruin spoke to the new Fire Truck and the details of delivery.
- The details of that were discussed.
- Commissioners in agreement to District Chief DeBruin researching and decided the best and safest way to get the truck delivered.

GoVDeals Fire Hose:

- District Chief DeBruin spoke to purchasing some fire hose
- The details of the purchase were discussed.
- Commissioners in agreement with purchase of fire hose.

Surplus of an older Generator:

- District Chief DeBruin spoke to the surplus of a generator and how best to surplus it.
- A Local auction was suggested as it did not sell on GovDeals.

Capital Facility Plan:

- District Chief DeBruin indicated Assistant Chief Moe and himself will be working on that and noted the first meeting on it was tomorrow.

### **Assistant District Chief Moe:**

#### DNR Payment:

- Assistant Chief Moe noted the payment for helping with DNR on a fire.

#### Training:

- Assistant Chief Moe gave an update on the EMT Class.

### **Station Reports:**

#### Station 91:

- No report.

#### Station 92:

- No Report

#### Station 93:

- Chief DeBruin noted the cutting and trimming work will be done soon on trees and overhanging branches that pose a threat to the station.

### **New Business:**

#### Banner Bank Last Draw for Loan:

**Motion:** Commissioner Graham **motioned** to accept the Advance of the remaining undisbursed funds from the Banner LTGO bond for (\$335,864).

- Payment of the Midwest Fire invoice amount for final balance due on the truck (\$326,009).
- Use of residual LTGO bond funds toward total tax & licensing as related truck costs (\$9,855).

The motion was **seconded** by Commissioner Moe and approved.

#### Medicare Ground Ambulance Data Collection Survey:

- Discussed once again was the information needed by Medicare for their Survey.
- Discussed was volunteer Lisa Leyenhorst helping with input on this survey as she already does the NFIRS for the district.
- Discussion on an increase payment stipend for volunteer Lisa Leyenhorst for her work on NFIRS as well as the temporary work on the Medicare Survey.
- Proposed was an increase to \$18.00 an hour for payment stipend for Lisa Leyenhorst for NFIRS including the temporary hours needed on the Survey for Medicare.

**Motion:** Commissioner Moe **motioned** to approve an increase to \$18.00 an hour for payment stipend for Lisa Leyenhorst for NFIRS and including for the temporary work hours needed on the Survey for Medicare, increase will start November 1, 2023.

The motion was **seconded** by Commissioner Graham and approved

EMS Allocation Amendments:

- Discussed on the two amendments for EMS, Allocation Refund Amendment No. 3 and Allocation Second Amendment 2023.

**Motion:** Commissioner Graham **motioned** to approve the two EMS Allocation Amendments, the Refund Amendment No. 3 and the Second Amendment.

The motion was **seconded** by Commissioner Vreugdenhil and approved

**Good of the Order:**

- District Chief DeBruin spoke on the details and response on the last barn fire.

Meeting adjourned at 4:48 PM with commissioners in agreement.

The next regular meeting will be on November 14, 2023 at **4:00 PM** at the Kendall Station:

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Commissioner-Chair, RobRoy Graham

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Commissioner, Chris Moe

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Commissioner, Russell Vreugdenhil

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District Administrator, Jo Olson