



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

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

**Absent:** Battalion Chief Frank Cain Jr.

**Guests:** Tony Kelley (insurance renewal through VFIS)

Meeting called to order at 4:00PM.

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

- Approval of Regular Meeting Minutes October, 2023
- Approval of Current Warrants and Payroll
- 714 Warrants in the amount of \$90,386.99 & ACH \$1,346.66
- Payroll in the amount of \$46,274.34
- BVFF Injury Voucher
- BVFF Retire/Rehire for C Patterson
- Levy Certificate
- Interlocal Agreement for Hazardous Materials

Insurance Renewal through VFIS for 2024

- Tony Kelley spoke to the cost and coverage for 2024 for the district
- Discussion continued and questions were answered by Tony Kelley.
- No concerns by commissioners for 2024 insurance.

## October 2023 Treasurers Report:

### 714 Expense Fund

• Starting Cash Balance	401,895.42
• Tax Receipts	232,378.67
• Misc. Receipts	13,544.52
• Warrants/Remittances	186,793.19
• Transfer Out	5.00
• Ending Cash Balance	<b>461,019.79</b>
• Prior Investment Balance	33,081.47
• Purchase & Pool Earnings	79.82
• Ending Investment Balance	<b>33,161.29</b>
• <b>Total Cash &amp; Investment Pool</b>	<b>494,181.08</b>

### 71420 Reserve Fund

• Starting Cash Balance	340,707.44
• Misc. Receipts	19,630.64
• Ending Cash Balance	<b>360,338.08</b>
• Prior Investment Balance	300,401.03
• Purchases Pool Earnings	724.79
• Ending Investment Balance	<b>301,125.82</b>
• <b>Total Cash &amp; investment Pool</b>	<b>661,463.90</b>

### 71430 Capital Projects

• Miscellaneous Receipts	335,864.00
• Warrants /Remittances	326,009.00
• Total Disbursements	326,009.00
• Ending Cash Balance	9,855.00

### 71442 Mitigation Fees

• Starting Cash Balance	5,227.18
• Ending Investment Balance	5,227.18

### 71410 Go Bond

• Prior Debt Outstanding	814,929.33
• Debt Outstanding	814,929.33

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

• Beginning Balance (10/01/2023)	1,030.93
• Deposits/Misc. Credits 14	17,242.69
• Withdrawals/Misc. Credits 5	13,232.96
• Ending Balance (10/31/2023)	5,040.66

### **Meeting Minutes:**

October 2023 Regular Commissioners Meeting Minutes:

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

### **Claim Payment Request & Payroll:**

November 2023 Claim Vouchers and Payroll:

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

### **BVFF Voucher for Volunteer Injury**

**Motion:** Commissioner Vreugdenhil **motioned** to accept the Voucher for volunteer injury. The motion was **seconded** by Commissioner Graham and approved.

### **Old Business:**

General Election:

- Election was discussed

### **District Chief DeBruin:**

- District Chief DeBruin had nothing else to add

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

Training:

- Assistant Chief Moe spoke about the new fire truck
- Assistant Chief Moe indicated the EMS finals are coming up
- Assistant Chief Moe noted lower than normal call volumes
- Assistant Chief Moe mentioned he picked up the fire hose

### **Station Reports:**

Station 91:

- Battalion Chief Jay Van Middendorp noted nothing new to report.

Station 92:

- No Report

Station 93:

- Chief DeBruin noted the cutting and trimming work will get done soon.

### **New Business:**

Salary amounts for 2024 for the Chief, Assistant Chief, Training Officer & District Administrator:

Executive Session:

- A ten-minute executive session was called by Commissioner Graham to discuss salaries
- Commissioner Graham announced at ten-minutes that another five- minutes was needed.
- Commissioner Graham noted the end of the executive session, the regular meeting resumed and a motion was made for 2024 salaries.

**Motion:** Commissioner Graham **motioned** to accept the salary increases discussed in the executive session for Chief, Assistant Chief, Training Officer & District Administrator 2024. The motion was **seconded** by Commissioner Vreugdenhil and approved.

Commissioner Moe abstained from voting.

- Contracts to be reviewed at next month's meeting

Interlocal Agreement for Firefighting, Medical Aid and Hazardous Materials Mutual Services

- Agreement reviewed by commissioners

**Motion:** Commissioner Vreugdenhil **motioned** to accept the Interlocal Agreement for Firefighting, Medical Aid and Hazardous Materials Mutual Services. The motion was **seconded** by Commissioner Moe and approved.

City of Sumas Interlocal Agreement for Fire and EMS Services:

- District Chief DeBruin noted he spoke to the city about new rates due to the General Election.
- The previous agreement was discussed.
- District Chief DeBruin will be following up with the city.

Levy Certificate:

- The Levy Certificate was reviewed and agreed upon.
- Commissioner Graham signed the Levy Certificate.

Retire/Rehire for C. Patterson:

- Commissioners reviewed the Retire/Rehire BVFF form and backup.
- Commissioner Graham and District Chief DeBruin signed the form.

**Good of the Order:**

- Commissioner Graham brought a cake for Commissioner Vreugdenhil to celebrate his election results.

Meeting adjourned at 5:20 PM with commissioners in agreement.

The next regular meeting will be on December 12, 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