

**Whatcom County Fire District No. 11
Board of Fire Commissioners
3809 Legoe Bay Road, Lummi Island, WA. 98262
January 10, 2018**

CALL TO ORDER: Chairman Ed Scott at 3809 Legoe Bay Road, Lummi Island, WA 98262 called the Regular Meeting for January 9, 2018 to order, at 7:03 p.m.

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

GUEST: Chris Immer and Steve Kopanos.

Election of New Chairman:

Motion: Commissioner Ed Scott made motion, "To nominate Wendell Terry as Chairman for 2018." Seconded by Commissioner Bill Lee, AND PASSED 3-0.

PUBLIC COMMENT: Steve Kopanos thanked the Board for the work they do.

APPROVAL OF MINUTES:

Minutes for the Public Hearing for the 2018 Budget on December 12th, 2017 were approved as submitted by Chairman Ed Scott. Minutes for the Regular Board of Commissioners Meeting on December 12th, 2017 were approved as submitted by Chairman Ed Scott.

CHIEF'S REPORT: Chief McLane reported that for 2017 the District had 109 calls.

Chief McLane gave a brief report on the AHAB Warning Siren Project for the Island that was being funded by the Washington State Department of Emergency Management. The current AHAB site has been rescinded and he is unable to find another location within the time frame provided by DEM.

PAYROLL:

Motion: Commissioner Bill Lee made motion, "To approve the payroll for January 2018 (Hourly employees, Battalion Shifts for December 2017

Hours; and current month January 2018 for Contracted Employees) in the amount of \$13,836.28.” Seconded by Commissioner Wendell Terry, 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 January 2018 Expenses for approval of payments, on January 19, 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 January 2018 Vouchers #180101001, and approve for payment those CC vouchers included in the list in the amount of \$2,112.26” Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

Motion: Commissioner Wendell Terry made motion, “To approve the vouchers for January 2018 vouchers #180102001-180102025, and approve for payment those vouchers included in the list in the amount of \$13,638.00” Motion seconded by Commissioner Bill Lee, AND PASSED 3-0.

FINANCIAL/SECRETARY REPORTS: Secretary Lish gave the November Financial Report.

COMMUNICATIONS:

The District received its results of the 2015-2016 Accountability Audit Report from the Washington State Auditor’s Office. In a brief summary, the Districts operations comply with the applicable requirements and provide adequate safeguarding of public resources. The District also complies with state laws and regulations and its Districts policies and procedures in the areas the Auditor examined.

UNFINISHED BUSINESS: Payroll Policy verbal recommendation from the SAO. Chief McLane is currently working on grants that have an early February deadline and is currently working on the Districts policy manual.

NEW BUSINESS: Secretary Lish will bring the 2018 dates for the WFCAs Conferences to the February meeting and will also find out what the requirements are on the frequency of Open Public Meetings training for Elected Officials.

Commissioner Wendell Terry handed out a summary of pay scales that other Districts (Gold Bar, Lopez Island, and Gemes Island) pay to their Volunteer Firefighters. Discussion was had and Chairman Ed Scott asked Chief McLane to gather more information. No action was taken and talks will resume at a future meeting.

RESOLUTIONS: Resolution 2018-246 Standard Mileage Rate. The Internal Revenue Service for business related travel is set at 54.5 cent per mile.


Motion: Commissioner Wendell Terry made motion, "To approve Resolution 2018-246 setting the District standard business travel mileage at 54.5 cent per mile." Motion seconded by Commissioner Bill Lee, AND PASSED 3-0.


GOOD OF THE ORDER:

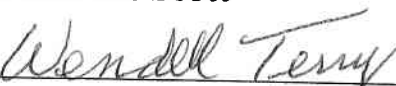
SIGNING OF THE DOCUMENTS:

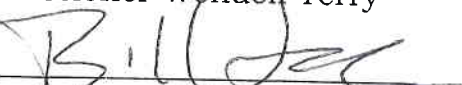
Motion: There being no other business to come before the Board of Commissioners, Commissioner Wendell Terry moved and Commissioner Bill Lee seconded, to adjourn the meeting, AND PASSED 3-0.

The meeting was adjourned at 7:33 p.m.


Lisa Lish,
Board Secretary

By: 
Chairman Ed Scott

By: 
Commissioner Wendell Terry

By: 
Commissioner Bill Lee

Approved at the Whatcom County Fire District # 11 Board of Commissioner Meeting on February 13, 2018.