

**Whatcom County Fire District No. 11**  
**Board of Fire Commissioners**  
**3809 Legoe Bay Road, Lummi Island, WA. 98262**  
**November 13th, 2018**

**CALL TO ORDER:** Chairman Wendell Terry at 3809 Legoe Bay Road, Lummi Island, WA 98262 called the Regular Meeting for November 13th, 2018 to order, at 7:00 p.m.

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

**GUEST:** None.

**PUBLIC COMMENT:** None.

**APPROVAL OF MINUTES:** Minutes for the Regular Board of Commissioners Meeting on October 9th, 2018 were approved as submitted by Commissioner Wendell Terry.

**CHIEF'S REPORT:** Chief McLane gave report.

**PAYROLL:**

**Motion:** Commissioner Ed Scott made motion, "To approve the payroll for November 2018 (Hourly employees, Battalion Shifts for October 2018 Hours; and current month November 2018 for Contracted Employees) in the amount of \$14,624.81." Seconded by Commissioner Bill Lee 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 November 2018 Expenses for approval of payments, on November 13th, 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 vouchers for November 2018 vouchers #181102001-181102025 and approve for payment those vouchers included in the list in the amount of \$25,129.64" Motion seconded by Commissioner Ed Scott AND PASSED 3-0.

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

**COMMUNICATIONS:** Copy of a letter from PayChex with information regarding the new Washington State Paid Family and Medical Leave Insurance Program was made available for review.

A copy of the Fire Protection District/RFA Bid Law Matrix for 2018 from Snure Law was made available for review.

**UNFINISHED BUSINESS:** Fire Prevention/Disaster Preparedness Division is still in progress. Secretary Lish is still working on costs involved in providing LNI volunteer coverage to non-responding members.

The following verbiage was agreed upon and added into the contracted employees' contracts in regards to the COLA. Commencing as of January 1, 2019, and on each January 1<sup>st</sup> thereafter, the then effective Annual Salary shall be increased (but not decreased) by an amount which shall reflect the Cost of Living Adjustment set by the Social Security Administration for that year.

A 2019 Budget Workshop meeting was scheduled for 9:00 am on November 28th, 2018 to be held at the fire station.

**NEW BUSINESS:** Commissioner Ed Scott will be gone from December 16<sup>th</sup> thru January 3<sup>rd</sup>.

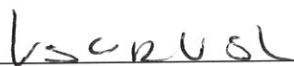
**RESOLUTIONS:** None.

**GOOD OF THE ORDER:**

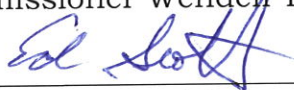
**SIGNING OF THE DOCUMENTS:**

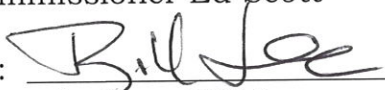
**Motion:** There being no other business to come before the Board of Commissioners, Commissioner Ed Scott moved and Commissioner Bill Lee seconded, to adjourn the meeting, AND PASSED 3-0.

The meeting was adjourned at 7:24 p.m.

  
\_\_\_\_\_  
Lisa Lish,  
Board Secretary

By:   
\_\_\_\_\_  
Commissioner Wendell Terry

By:   
\_\_\_\_\_  
Commissioner Ed Scott

By:   
\_\_\_\_\_  
Commissioner Bill Lee

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