

Whatcom County Fire District No. 11
Board of Fire Commissioners
3809 Legoe Bay Road, Lummi Island, WA. 98262
December 9, 2014

CALL TO ORDER: Chairman Wendell Terry at 3809 Legoe Bay Road, Lummi Island, WA. 98262 called the Regular Meeting for December 9, 2014 to order, at 7:00 p.m.

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

GUEST: EMS Division Chief John Granger, Captain Michael Lish, and Firefighter Robert Auld.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: Minutes for the Regular Board of Commissioners Meeting on November 11, 2014 were approved as submitted by Commissioner Wendell Terry. Minutes for the Special Meeting for the Budget Planning Workshop Meeting on November 17, 2014 were approved as submitted by Commissioner Wendell Terry. Minutes for the Special Meeting for the Budget Planning Workshop Meeting on November 24, 2014 were approved as submitted by Commissioner Wendell Terry. Minutes for the Special Meeting for the Budget Planning Workshop Meeting on November 26, 2014 were approved as submitted by Commissioner Wendell Terry.

CHIEF'S REPORT: Chief McLane gave Chief's Report.

PAYROLL:

Motion: Commissioner Ed Scott made motion, "To approve the payroll for December 2014 (November 2014 hours) in the amount of \$9,190.18." 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 December 2014 expenses for approval of payments, on December 9, 2014 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 December 2014, and approve for payment those vouchers included in the list in the amount of \$6,149.42" Motion seconded by Commissioner Ed Scott, AND PASSED 3-0.

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

CORRESPONDENCE: The following correspondence was provided to the Board for informational purposes.

The District received a certification letter of the November 4, 2014 General Election pertaining to Fire Protection District 11 from Whatcom County Auditor's Office. Proposition 1 received 72.57% in favor of an increase of the previous real property tax and therefore, passed.

Lummi Island Heritage Trust (LIHT) reviewed the water tank maintenance agreement between LIHT and the District. The Committee agreed it is in order and that there were no issues that needed to be addressed.

The District received notice from DNR that our 2015 Volunteer Fire Assistance Phase II grant application was not selected for funding this year.

UNFINISHED BUSINESS:

At 7:33 p.m. the Board of Commissioners went into executive session Per RCW 42.30.110 to discuss Chief McLane's employee contract. It was announced to the public that the executive session would end at 7:48 p.m.

The Board of Commissioners returned from executive session at 7:48 p.m. No decision will be made regarding an employment contract with Chief McLane at this time.

2015 Budget:

Motion: Commissioner Bill Lee made motion, "To approve the 2015 Budget as presented." Motion seconded by Commissioner Ed Scott, AND PASSED 3-0.

A Special Meeting scheduled for 9:00am on December 15, 2014 to be held at the fire station. Items on the Agenda are Health Insurance Plans and Employment Contracts.

NEW BUSINESS:

Secretary Lish stated that she is waiting on information from our contact Melanie Piccin at Washington State Department of Retirement Systems (DRS) regarding enrollment in LEOFF Plan. The District will be required Per Chapter 41.26 RCW Law Enforcement Officers' and Firefighters' Retirement System and Chapter 415-104 WAC Law Enforcement Officers' and Firefighters' Retirement System to enroll once the District enters into employment contracts with the Fire Chief and the Assistant Fire Chief per RCW 41.26.030 (16) which defines the meaning of "firefighter" and their duties.

Chief McLane asked the Board to consider Position 1 title and duties to becoming the Assistant Chief. The newly hired full-time employee for 2014 has been beneficial to the Districts operations and the District as a whole.

Motion: Commissioner Bill Lee made motion, "To approve Position 1 duties and its title be assumed as the Assistant Chief." Motion seconded by Commissioner Ed Scott, AND PASSED 3-0.

Chief McLane provided the Board with the Battalion 38 job description and requirements for approval.

Motion: Commissioner Bill Lee made motion, "To approve the Battalion 38 job description and requirements as Chief McLane submitted them." Motion seconded by Commissioner Ed Scott, AND PASSED 3-0.

RESOLUTIONS:

Resolution 2014-226 Key bank Credit Card Payments

Motion: Commissioner Ed Scott made motion, "To approve Resolution 2014-2226 regarding the Key Bank Credit Card Payments." Motion seconded by Commissioner Bill Lee, AND PASSED 3-0.

Resolution 2014-227 Increase of Real Property Tax Levy

Motion: Commissioner Bill Lee made motion, "To approve Resolution 2014-227 regarding regular property tax levy to \$1.49 per \$1,000.00 of

assessed valuation for collection in 2015.” Motion seconded by Commissioner Ed Scott, AND PASSED 3-0.

Resolution 2014-228 Increase of Emergency Medical Tax Levy (Banked Capacity)

Motion: Commissioner Bill Lee made motion, “To approve Resolution 2014-228 regarding the 2015 levy in the amount of \$1,646.36 which is a percentage increase of 5.39% based on the Districts banked capacity from the previous years. Motion seconded by Commissioner Ed Scott, AND PASSED 3-0.

GOOD OF THE ORDER: None.

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 8:27 p.m.

Lisa R Lish
Lisa Lish,
Board Secretary

By: Wendell Terry
Chairman Wendell Terry

By: Ed Scott
Commissioner Ed Scott

By: Bill Lee
Commissioner Bill Lee

Approved at the Whatcom County Fire District # 11 Board of Commissioner Meeting on January 13, 2015.