

**Whatcom County Fire District No. 11
Board of Fire Commissioners
3809 Legoe Bay Road, Lummi Island, WA. 98262
May 11th, 2021**

CALL TO ORDER: Chairman Bill Lee at 3809 Legoe Bay Road, Lummi Island, WA 98262 called the Regular Meeting for May 11th, 2021 to order at 7:00 p.m.

*****Meeting took place over Zoom due to the covid-19 pandemic*****

PRESENT: In attendance were Commissioner Steve Kopanos, Commissioner Bill Lee, Commissioner Wendell Terry, Chief Duncar McLane, and Board Secretary Lisa Lish.

GUEST: Asst Chief Michael Lish, Firefighter Rep Chris Immer, Cara Blake, Joan Moye, Janine Shaw, John (?), Rhayma Blake and Rodger Prestiy.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: Minutes for the Regular Board of Commissioners Meeting on April 13th, 2021 were approved as submitted by Chairman Bill Lee.

Minutes for the Special Meeting of Commissioners on April 19th, 2021 were approved as submitted by Chairman Bill Lee.

Minutes for the Special Meeting of Commissioners on April 23rd, 2021 were approved as submitted by Chairman Bill Lee.

Minutes for the Special Meeting of Commissioners on April 28th, 2021 were approved as submitted by Chairman Bill Lee.

Minutes for the Special Meeting of Commissioners on May 4th, 2021 were approved as submitted by Chairman Bill Lee.

Minutes for the Special Meeting of Commissioners on May 7th, 2021 were approved as submitted by Chairman Bill Lee.

CHIEF'S REPORT: The new engine has been accepted. EVIP, Pump, and CAFS training, along with equipment layout and mounting has begun. Target date for in-service is by July 1st, 2021. Chief McLane requested vacation time from June 22nd, 2021 – July 13th, 2021, the Board approved his request.

PAYROLL:

Motion: Commissioner Wendell Terry made motion, "To approve the payroll for May 2021 (Hourly employees, Stipend and Battalion Shifts for April 2021; and current month May 2021 for Contracted Employees) in the amount of \$15,528.93." Seconded by Commissioner Steve Kopanos, 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 May 2021 Expenses for approval of payments, on May 11th, 2021 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 Steve Kopanos made motion, "To approve the vouchers for May 2021 vouchers #210501001-210501024, and approve for payment those vouchers included in the list in the amount of \$12,997.83" Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

FINANCIAL/SECRETARY REPORTS: March 2021 report given by Secretary Lish.

COMMUNICATIONS: The District received a letter from the Whatcom County Auditor's Office regarding instruction for submitting a ballot measure in 2021.

UNFINISHED BUSINESS: Discussion was had regarding renewing the annual Lexipole Policy Manual Platform for \$2,729.00.

Commissioner Bill Lee made motion, "To approve renewing the Lexipole Policy Manual Platform in the amount \$2,729.00" Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

Secretary Lish will send an email out on Thursday to gather calendars to schedule a budget workshop in regards to the EMS levy replacement. Facilities tabled at this time.

NEW BUSINESS: The Board held a discussion on future meetings; in-person for Board members with public on zoom vs. all zoom. It was decided that at this time the Board would continue to meeting over zoom.

Chief McLane requested that the budget for Disaster Prep be increased to \$12,937.89. The division has two private donations in the amount of \$3,119.89 and the 2021 Fire Adaptive Communities Grant in the amount of \$10,318.00.

Commissioner Wendell Terry made motion, "To increasing the Disaster Prep budget to \$12,937.89" Motion seconded by Commissioner Steve Kopanos, AND PASSED 3-0.

Chief McLane requested that Nick Kluge be added to payroll as a backup maintenance person when Chris Immer is not available.

Commissioner Bill Lee made motion, "To add Nick Kluge to payroll" Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

Chief McLane asked for clarification on motion 7 (For the remainder of 2021 the Board of Commissioners will approve or deny all promotions, and will approve hiring or dismissal of any member) voted on during the May 7th, 2021 meeting. Currently there is a "pre-accepted phase and an accepted phase. After discussion the Board agreed to be involved at both phases.

RESOLUTIONS: None.

GOOD OF THE ORDER:

SIGNING OF THE DOCUMENTS:

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

The meeting was adjourned at 7:44 p.m.



Board Secretary Lisa Lish



Commissioner Steve Kopanos



Commissioner Bill Lee



Commissioner Wendell Terry

Approved at the Whatcom County Fire District # 11 Board of Commissioner Meeting on June 8th, 2021.