

**Whatcom County Fire District No. 11
Board of Fire Commissioners
3809 Legoe Bay Road, Lummi Island, WA. 98262
June 13th, 2017**

CALL TO ORDER: Commissioner Ed Scott at 3809 Legoe Bay Road, Lummi Island, WA 98262 called the Regular Meeting for June 13th, 2017 to order, at 7:00 p.m.

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

GUEST: Asst Chief Michael Lish, Bob Auld and Steve Kopanos.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: Minutes for the Regular Board of Commissioners Meeting on May 9th, 2017 were approved as submitted by Commissioner Ed Scott.

CHIEF'S REPORT: Asst Chief Michael Lish gave this month's chief report. No bids came in for the old generator. It was advertised in The Tome/Brown Betty with a minimum of \$2,000.00. Chief McLane had recommended removing the minimum and advertising in The Tome/Brown Betty again. The advertisement will go in the next Tome/Brown Betty.

PAYROLL:

Motion: Commissioner Bill Lee made motion, "To approve the payroll for June 2017 (Hourly employees, Battalion Shifts for May 2017 Hours; and current month June 2017 for Contracted Employees) in the amount of \$12,446.56." 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 June 2017 Expenses for approval of payments, on June 13th, 2017 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 June 2017 Vouchers #170601001, and approve for payment those CC vouchers included in the list in the amount of \$221.15” Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

Motion: Commissioner Bill Lee made motion, “To approve the vouchers for June 2017 vouchers #170602001-170602032, and approve for payment those vouchers included in the list in the amount of \$16,862.23” Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

FINANCIAL/SECRETARY REPORTS: Secretary Lish gave the Board an update on April Financial Report.

COMMUNICATIONS: The Board was provided an invitation to Whatcom County Fire District No 7’s retirement gathering for Chief Gary Russell.

The Board was provided a copy of a letter from residents Darlyn DelBoca and Dave Ernst expressing concerns for the vendor list of our annual open house. A copy of Secretary Lish’s reply to the residents providing the time, date and place of the Boards next regular meeting was made available as well.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Enduris Washington has a Government Crime Policy which includes coverages from employee theft, forgery/alteration, theft of monies/securities inside/outside the property, computer fraud, funds transfer fraud, and money orders/counterfeit money. Enduris has this coverage for named positions and a blanket coverage. The Board discussed options and agreed the best saving was the \$50,000 blanket coverage for \$306.00 annually.

Motion: Commissioner Wendell Terry made motion, “To add the blanket \$50,000 Government Crime Policy provided by Enduris.” Motion seconded by Commissioner Bill Lee, AND PASSED 3-0.

RESOLUTIONS: Resolution 2017-242 Standard Mileage Rate. The Internal Revenue Service for business related travel is set at 53.5 cent per mile.

Motion: Commissioner Bill Lee made motion, “To approve Resolution 2017-242 setting the District standard business travel mileage at 53.5

cent per mile.” Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

Resolution 2017-243 Voucher Preapproval Authority. This Resolution was prepared by our legal counsel Brian Snure and complies with RCW 42.24.180. It allows the Auditing Officer and the Fire Chief or any single Commissioner to sign quailing vouchers. The Auditing Officers shall submit to the Board at its regular monthly meeting a full and complete report of all claims paid on vouchers approved and signed pursuant to this resolution.

Motion: Commissioner Bill Lee made motion, “To approve Resolution 2017-243 regarding the Voucher Preapproval Authority.” Motion seconded by Commissioner Wendell Terry, 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 7:26 p.m.

By: Lisa Lish
Lisa Lish,
Board Secretary

By: Ed Scott
Chairman Ed Scott

By: Bill Lee
Commissioner Bill Lee

By: Wendell Terry
Commissioner Wendell Terry

Approved at the Whatcom County Fire District # 11 Board of Commissioner Meeting on July 11th, 2017.