

Whatcom County Fire District No. 11
Board of Fire Commissioners
3809 Legoe Bay Road, Lummi Island, WA. 98262
June 9, 2015

CALL TO ORDER: Chairman Wendell Terry at 3809 Legoe Bay Road, Lummi Island, WA 98262 called the Regular Meeting for June 9, 2015 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: None.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: Minutes for the Regular Board of Commissioners Meeting on May 12, 2015 were approved as submitted by Chairman Wendell Terry. Minutes for the Special Board of Commissioners Meeting on May 19, 2015 were approved as submitted by Chairman Wendell Terry.

CHIEF'S REPORT: Chief Duncan McLane gave the chief's report.

PAYROLL:

Motion: Commissioner Bill Lee made motion, "To approve the payroll for June 2015 (Hourly employees, Battalion Shifts for May 2015 Hours; and current month June 2015 for Contracted Employees) in the amount of \$11,949.19." Seconded by Commissioner Ed Scott, 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 April 2015 Expenses for approval of payments, on April 14, 2015 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 2015 Vouchers #150601001, and approve for payment

those CC vouchers included in the list in the amount of \$158.41” Motion seconded by Commissioner Ed Scott, AND PASSED 3-0.

Motion: Commissioner Bill Lee made motion, “To approve the vouchers for June 2015 vouchers #150602001-150602023, and approve for payment those vouchers included in the list in the amount of \$6,120.92” Motion seconded by Commissioner Ed Scott, AND PASSED 3-0.

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

COMMUNICATIONS: None.

UNFINISHED BUSINESS: Dress rehearsal of the EMS Levy Presentation of the needs of the District was given by Commissioner Wendell Terry, Commissioner Ed Scott, and Commissioner Bill Lee.

NEW BUSINESS: Chief McLane has been working on revising and updating the District’s policy manual using the Lexipol software. Chief McLane provided the Board with a draft of chapter 1 and chapter 2 for Board comment and approval.

Motion: Commissioner Bill Lee made motion, “To approve Chapter 1 and Chapter 2 of the Districts Policy Manual with the typographical errors corrected” Motion seconded by Commissioner Ed Scott, AND PASSED 3-0.

A discussion was had on social media and the District. The Board directed Chief McLane to seek legal counsel from Snure Law Offices about social media and policies.

RESOLUTIONS: Resolution 2014-226 Key Bank Credit Card Payments was resubmitted due to a date error on the resolution. The Resolution is for the 2015 year and 2014 was indicated on the original resolution signed on December 9th 2014.

Motion: Commissioner Wendell Terry made motion, “To approve Resolution 2014-2226 regarding the Key Bank Credit Card Payments.” 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 Bill Lee moved and Commissioner Ed Scott seconded, to adjourn the meeting, AND PASSED 3-0.

The meeting was adjourned at 8:11 p.m.

Lisa 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 July 14, 2015.