



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14  
REGULAR COMMISSIONERS' MEETING  
April 14, 2020**

**PRESENT:** Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, Commissioner Chris Moe, District Chief Jerry DeBruin, Training Officer David Moe, Battalion Chief Denise Christensen and Administrative Secretary, Jo Olson

**ABSENT:** Battalion Chief Jay Van Middendorp, & Battalion Chief Frank Cain Jr.

**GUESTS:**

*“In light of the COVID-19 health crisis, the Governor’s Stay-at-Home Proclamation, and Proclamation 20-08, the Board finds it is impracticable and/or impossible for commissioners to execute documents by hand”*

Meeting called to order at 5:03 AM - an online Meeting Using Zoom and streamed to Facebook for public to attend

**Meeting Minutes:**

- Regular Commissioner Meeting Minutes for March 12, 2020 & Special Meeting Minutes for April 7, 2020
- Commissioner Graham noted the minutes were emailed to the commissioners for review
- A motion was made by commissioner Bjornstad to accept Meeting Minutes for March 12, 2020 & Special Meeting Minutes for April 7, 2020
- Commissioner Graham seconded the motion
- Both Meeting minutes were accepted by all commissioners and will be electronically signed

**Payroll Note for current meeting minutes:**

- Commissioner Graham indicated he was notified by Secretary Olson about a payroll error and would like to note in this month minutes that Commissioner Bjornstad only had two meetings not three in February so his pay for March should be \$256.00 not \$384.00 and the correction was made before payroll approval in ADP.
- Commissioners had no objection

**Other Items approved and signed by the Commissioners:**

Review and acceptance of warrants and payroll

- Commissioner Graham noted the Commissioners were emailed the vouchers and payroll information by secretary Olson
- Commissioner Graham indicated Draw 5 for the Peoples Bank Loan is in the amount of **\$67,625.81**
- Commissioner Graham also noted the 71442 Mitigation funds of \$5,256.57 have been transferred to 71430 Capital expenses to cover some of the cost for Draw 5 invoices
- A motion was made by commissioner Bjornstad to accept all warrants and payroll
- Commissioner Moe seconded the motion
- All warrants and payroll were accepted by all commissioners and will be electronically signed
- 714 Warrants in the amount of \$37,427.78
- 71430 Warrants in the amount of \$72,882.38
- Payroll in the amount of \$40,037.58

Other Pertinent Business:

- Commissioner Graham asked if there is any other business
- District Chief DeBruin noted the remodel is on hold at this moment

Meeting adjourned at 5:11PM

The next regular meeting will be on May 12, 2020 at 5:00 PM and could be an online meeting as well

*“In light of the COVID-19 health crisis, the Governor’s Stay-at-Home Proclamation, and Proclamation 20-08, the Board finds it is impracticable and/or impossible for commissioners to execute documents by hand”*

\_\_\_\_\_  
Commissioner-Chair, RobRoy Graham

\_\_\_\_\_  
Commissioner, Leonard Bjornstad

\_\_\_\_\_  
Commissioner, Chris Moe

\_\_\_\_\_  
Administrative Secretary, Jo Olson