



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
REGULAR COMMISSIONERS' MEETING
December 9, 2025**

PRESENT: Commissioner RobRoy Graham, Commissioner Chris Moe, Commissioner Russell Vreugdenhil, District Chief Jerry DeBruin, Assistant District Chief David Moe, Battalion Chief Frank Cain Jr., District Administrator/EMS Captain Heather Ripke-Olson

Absent: Battalion Chief Jay Middendorp and District Administrator Jo Olson

Meeting called to order at 4:00PM.

Items approved and signed by the Commissioners:

- Approval of Regular Meeting Minutes – November 14, 2025
- Approval of Current Warrants and Payroll
 - Warrants in the amount of \$110,332.00 & ACH \$1423.36
 - Payroll in the amount of \$85,363.02
- Resolution 2025-11– Addition of H.R-Olson to Bank of the Pacific for Managing BLS and Removal of Jo Olson
- Resolution 2025-12 – Fixed Asset – Annual Inventory
- Resolution 2025-13 – Payroll Update for 2026 for Employees
- Certification of the 2026 Budget
- Invoice Voucher for BVFF – Medical Bills for Volunteer Fire Fighter
- WFCA Application and Eligibility/Contribution Form for Health Insurance completed and signed by Commissioner RobRoy Graham for Review
- Resolution 2025-14 – Addition of Heather Ripke-Olson to the Wells Fargo Account for the Purposes of Payroll and Removing Jo Olson, Larry Moore, and Leonard Bjornstad
- Commissioners Discussed Commissioner Chair Position and Unanimous Decision to Keep RobRoy Graham as Chair of the Board

November's 2025 Treasurers Report:

71400 Expense Fund

• Beginning Cash Balance	\$1,141,565.28
• Tax Receipts	\$91,317.77
• Misc. Receipts	\$17,343.01
• Leasehold	
• Timber Excise	
• Disbursements	\$(224,328.61)
• Refund Interest Paid	\$7.34
• Ending Cash Balance	\$1,025,890.61
• Beginning Investment Balance	\$35,662.84
• Earnings Less Fees	\$116.72
• Ending Investment Balance	\$35,779.65
• Total Cash & Investment Pool	\$1,061,669.76

71401 Reserve Fund

• Beginning Cash Balance	\$519,896.80
• Misc. Receipts	\$24,500.00
• Net Cash Transfer	(\$94,717.41)
• Ending Cash Balance	\$449,679.39
• Beginning Investment Balance	\$684,805.33
• Earnings Less Fees	\$2,242.93
• Ending Investment Balance	\$687,048.26
• Total Cash & Investment Pool	\$1,136,727.65

71403 Go Bond

• Net Cash Transfers	\$94,717.41
• Disbursements	\$0.00
• Ending Cash Balance	\$94,717.41
• Beginning Debt Balance	\$972,398.61
• Net Debt Activity	\$0.00
• Ending Debt Balance	\$972,398.61

71442 Mitigation Fees

• Beginning Cash Balance	\$1,492.36
• Miscellaneous Receipts	\$2,238.54
• Ending Cash Balance	\$3,730.90

Bank of the Pacific Statement:

- Beginning Balance (11/01/2025) \$1,120.25
- Deposits/Misc. Credits 24 \$20,868.69
- Withdrawals/Misc. Debits 6 \$11,180.80
- Ending Balance (11/30/2025) \$10,808.14

Meeting Minutes:

November 2025 Regular Meeting Minutes:

Motion: Commissioner Vreugdenhil **motioned** to accept the Regular Meeting Minutes. The motion was **seconded** by Commissioner Moe and approved.

Claim Payment Request & Payroll:

December 2025 Claim Vouchers and Payroll:

Motion: Commissioner Graham **motioned** to accept the Claim Vouchers and Payroll. The motion was **seconded** by Commissioner Vreugdenhil and approved.

Resolution 2025-11: A Resolution for Whatcom County Fire District NO.14 Approving the Addition of Heather Ripke-Olson to Bank of the Pacific for the Purpose of Managing BLS and Removal of Jo Olson

Motion: Commissioner Vreugdenhil **motioned** to accept Resolution 2025-11 for Whatcom County Fire District NO.14. for the addition of Heather Ripke-Olson to the Bank of the Pacific for the purposes of managing BLS funds and the removal of Jo Olson. The motion was **seconded** by Commissioner Moe and approved.

Resolution 2025-12: A Resolution for Whatcom County Fire District NO.14 To Approve the Annual Inventory

Motion: Commissioner Graham **motioned** to accept Resolution 2025-12 approving the annual inventory. The motion was **seconded** by Commissioner Vreugdenhil and approved.

Resolution 2025-13: A Resolution for Whatcom County Fire District NO.14 To Approve the Yearly 4% Increase for Salaried Employees

Motion: Commissioner Moe **motioned** to accept the 4% increase for salaried employees. The motion was **seconded** by Commissioner Vreugdenhil and approved.

Certification of the 2026 Budget

Motion: Commissioner Vreugdenhil **motioned** to approve the 2026 Budget for Whatcom County Fire District NO.14 and the motion was seconded by Commissioner Vreugdenhil and approved.

BVFF Invoice Voucher to Reimburse Family Care Network For Injuries Sustained While Volunteering, Signed by RobRoy Graham and shared

Resolution 2025-14: A Resolution for Whatcom County Fire District NO.14 Approving the Addition of Heather Ripke-Olson to the Wells Fargo Bank Account for the Purpose of Payroll Distribution and the Removal Of Jo Olson, Larry Moore, and Leonard Bjornstad. This Resolution Negates Resolution 2025-09

Motion: Commissioner Graham **motioned** to accept Resolution 2025-14 approving Heather Ripke-Olson on the Wells Fargo bank account for the purpose of payroll and removing Jo Olson, Larry Moore, and Leonard Bjornstad. The motion was **seconded** by Commissioner Vreugdenhil and approved.

Old Business:

-Kendall Training Area:

- Discussion was had regarding the training area. A Conex box was ordered.

-Discussion was had regarding real estate options for future expansion of Sumas Station 91. Will revisit.

-EMS Levy passed

-Peoples Bank and Banner Bank Loans paid, money transferred.

District Chief DeBruin:

- Chief DeBruin shared information from Kelley Insurance regarding the District's Insurance and shared that it has been renewed.

Assistant District Chief Moe:

- Chief Moe shared that we have 6 EMT Grads and 5 that are certified in the State of Washington, so far.
- Chief Moe shared that Fire Academy will most likely occur in the Fall.

Station Reports:

Station 91:

- Nothing new to report.

Station 92: Battalion Chief Cain Jr.

- Training going well. Looking forward to Family night on December 15th.

Station 93:

- Nothing new to report.

New Business:

- Nothing new to report.

Good of the Order:

Meeting adjourned at 5:00 PM with commissioners in agreement.

The next regular meeting will be on **January 13**, at **4:00 PM** at the Kendall Station:

Commissioner-Chair, RobRoy Graham

Commissioner, Chris Moe

Commissioner, Russell Vreugdenhil

District Admin./EMS, Heather R-Olson