



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
December 13, 2016**

PRESENT: Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, District Chief Jerry DeBruin, Battalion Chief Denise Christensen, Battalion Chief Frank Cain Jr., Training Division Lieutenant David Moe and District Administrator Jo Olson

ABSENT: Commissioner Larry Moore and Battalion Chief Jay Van Middendorp

GUESTS:

Regular Meeting called to order at 5:00 PM at Kendall Fire Station

Items signed by the Commissioners:

- Regular meeting minutes read and approved
- Warrants in the amount of \$111,133.23
- Payroll in the amount of \$24,349.50
- Warrant (payroll) re-issue of checks
- Warrant Cancel, duplicate check
- Resolution 2016-10 Fixed Asset Annual Inventory

Hand Outs:

- Treasurers Report
- Bank of the Pacific Report
- Monthly Incident Reports

Correspondence:

- Welcome Water Letter to change from Barrett to Teamousey Forest Homeowner's Association

November's Treasurers Report:

714 Expense Fund

• Starting Balance	\$287,259.04
• Tax Receipts	\$42,681.30
• Misc. Receipts	\$14,942.00
• Warrants	\$42,736.04
• Ending Cash Balance	\$302,146.30
• Investment Starting Balance	\$167,898.47
• Purchases & Pool Earnings	\$123.80
• Total Cash & Investment Pool	\$470,168.57

71410 Go Bond

• Prior Debt	\$101,943.33
• Debt Paid	\$732.32
• Debt Outstanding	\$101,211.01

71420 Reserve Fund

• Prior Balance	\$127,744.62
• Purchases & Pool Earnings	\$94.19
• Ending Balance	\$127,838.81

Bank of the Pacific Statement:

• Beginning Balance (11/01/2016)	\$1,816.02
• Deposits/Misc. Credits 15	\$17,747.01
• Withdrawals/Misc. Credits 5	\$14,198.01
• Ending Balance (11/30/2016)	\$5,365.02

Old Business:

Remodel of Kendall Station:

- Commissioner Graham asked how the plans are going for the remodel
- District Chief DeBruin indicated there are a few issues with the paperwork but it will get resolved soon
- Battalion Chief Cain Jr. asked about the cutting permits
- District Chief DeBruin spoke about using a certain contractor
- Commissioner Graham asked District Chief DeBruin to look into the contractors
- Commissioner Bjornstad said this project might mean extra work for our District Administrator
- Discussion continued on the plans and permits, etc.

Combi Tool (Jaws of Life Unit):

- Commissioner Graham asked if the Jaws Unit was here now
- Training Division Lieutenant Moe says yes, it is here and brought it out for show
- Discussion continued on Jaws Unit

New Business:

Resolution 2016-10 Policies & Procedures for the Fixed Asset Program:
(Annual Review of WCFD14' Assets Inventory)

- Training Division Lieutenant Moe presented the inventory list to the commissioners for review and spoke to why the review is needed annually
- Commissioners discussed, reviewed and accepted Resolution 2016-10 as presented

Ambulance Bid:

- District Chief DeBruin indicated WCFD14 only received one bid for the Ambulance
- Discussion continued on the bid
- Commissioner Graham made a motion to accept the bid
- Commissioner Bjornstad seconded the motion

District Chief Jerry DeBruin:

BLS (Basic Life Support) Cost:

- District Chief DeBruin spoke to the cost of BLS and the cost other districts are paying
- Discussion continued on the cost of BLS

House Burn for Training:

- District Chief DeBruin said there will be a burn house training coming up in January

Brush Truck:

- District Chief DeBruin indicated the Brush Truck is finished
- Discussion continued on how nice it turned out

Training Division Lieutenant David Moe:

Fire Academy:

- Training Division Lieutenant Moe noted the Fire Academy is finished
- Training Division Lieutenant Moe said they passed and graduation is tomorrow at Ferndale High School

CPR Rescue Pump:

- Training Division Lieutenant Moe indicated the Rescue Pumps have been deployed

Combi Tool (Jaws of Life Unit) Training Class:

- Training Division Lieutenant Moe indicated there will be a training class coming up for using the new Combi Tool (Jaws of Life Unit)

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - Battalion Chief Van Middendorp was absent
 - District Chief DeBruin indicated all is well at Sumas Station

- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - Battalion Chief Cain said they interviewed some new volunteers

- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen indicated all is well at Welcome Station
 - Battalion Chief Christensen said everyone is updated but one volunteer on OTEP Training
 - District Chief DeBruin asked about John Baisden's retirement and the volunteer who is moving
 - Battalion Chief Christensen said volunteer John Baisden did retire and one volunteer did move from the area
 - Discussion continued on John's retirement

Good of the Order:

- Battalion Chief Frank Cain Jr. indicated he worked with a few of the newer volunteers from Welcome on putting snow chains on the rigs and said he had a great time working with them

Regular Meeting adjourned at 5:46 PM

The next regular meeting will be at Kendall Station on January 10, 2017 at 5:00 PM

COMMISSIONER-CHAIR---Larry Moore

COMMISSIONER---RobRoy Graham

COMMISSIONER---Leonard Bjornstad

DISTRICT ADMIN---Jo Olson