



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14  
COMMISSIONERS' MEETING  
December 11, 2018**

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

**ABSENT:** Battalion Chief Frank Cain Jr.

**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 \$134,834.71
- Payroll in the amount of \$34,644.75
- Authorization for cancelation of lost check, Verizon
- Reimbursement for Physicals
- Retire/Rehire C. Patterson
- Resolution 2018-08 BLS Rates for 2019
- Resolution 2018-09 Payroll rates 2019
- Resolution 2018-10 Accept 2019 Budget

**Hand Outs:**

- Treasurers Monthly Report
- Bank of the Pacific Report
- Monthly Spending Chart

**November's Treasurers Report:**

714 Expense Fund

• Starting Balance	\$349,723.61
• Tax Receipts	\$49,834.95
• Misc. Receipts	\$43,745.49
• Warrants	\$91,718.02
• Transfer Out	\$15,000.00
• <b>Ending Cash Balance</b>	<b>\$336,586.03</b>
• <b>Ending Investment Balance</b>	<b>\$171,233.90</b>
• <b>Total Cash &amp; Investment Pool</b>	<b>\$508,819.93</b>

71410 Go Bond

• Prior Debt	\$83,641.05
• Debt Paid	\$807.51
• Debt Outstanding	\$82,833.54

71420 Reserve Fund

• Prior Balance	\$454,318.40
• Purchases & Pool Earnings	\$15,652.46
• Ending Balance	\$469,970.86

71442 Mitigation Fees

• Prior Balance	\$11,425.77
• Purchases & Pool Earnings	\$16.58
• Ending Balance	\$11,442.35

**Bank of the Pacific Statement:**

• Beginning Balance (11/01/2018)	\$1,274.52
• Deposits/Misc. Credits 20	\$47,952.64
• Withdrawals/Misc. Credits 6	\$40,892.18
• Ending Balance (11/30/2018)	\$8,334.98

**Correspondence:**

**Kendall Loan Cost Transfer:**

- Commissioners agree to transfer \$15,000 from the 714 account to the 71420-reserve account

## **Old Business:**

### **New Ambulance:**

- It was noted that ambulance should be ready mid-January

### **Lifepak Units:**

- Training Officer Moe showed and spoke about the new Lifepak units
- Discussion on cost

### **Kendall Station Remodel:**

- The latest information on the Kendall remodel was discussed
- The phone conference about the new drawing was discussed
- It was agreed that District Chief DeBruin and Commissioner Moe will work on getting more information for next month's meeting
- District Chief spoke about the conditional use permit and building permit
- Some discussion on GEO Testing and well

### **Sumas Station Driveway Cement Repair:**

- Short discussion on repair at Sumas Station

### **City of Sumas Monthly Billing 2019:**

- Commissioner Graham asked about the invoice to the City of Sumas
- District Admin. Olson said she will be mailing out the January invoice

### **Paid Family & Medical Leave:**

- District Admin. Olson noted it appears the paid Family & Medical Leave act is also applicable to the commissioners, per the Washington State Employers Security Department
- District Admin. Olson indicated this is still an ongoing process

### **Audit:**

- Commissioner Graham spoke about the upcoming exit audit conference
- District Administrator confirmed day and time
- Discussion on the attendees for the exit audit conference

### **Welcome Station Outside Lights:**

- Commissioner Graham asked about the lights at the Welcome Station
- Training Officer Moe indicated Valley Plumbing and Electric should be out soon to repair

## **New Business:**

### Resolutions 2018-08,09 & 10

- Resolution 2018-08, 2019 BLS Rates for 2019
- Commissioners reviewed/agreed and signed resolution
- Resolution 2018-09, 2019 pay scale
- Commissioners reviewed/agreed and signed resolution
- Resolution 2018-10 to Accept 2019 Budget
- Commissioner Graham asked about some district needs such as laptops
- Training officer indicated the district is sitting okay right now but might need a few more
- The higher cost of district insurance was discussed
- District Vehicle maintenance was discussed
- District Chief DeBruin noted that WSRB ratings will be done in March
- Commissioner Graham made a motion to accept the budget as written
- Commissioner Bjornstad seconded the motion

## **Training Officer David Moe:**

### Bunker gear and helmets:

- Training Officer Moe indicated he ordered twenty-two sets of bunker gear
- Training Officer Moe said the helmets have not been ordered yet
- District Chief DeBruin indicated the flash hoods and gloves were ordered
- Commissioner Moe asked what happens to the old bunker gear
- Discussion continued on old bunker gear

### EMT class in January:

- Training Officer Moe spoke about the upcoming EMT class in January

### More training coming up including LifPak training:

- Training Officer Moe spoke about upcoming training

### Nitrous oxide:

- Training Officer Moe spoke about the district now having nitrous oxide
- Discussion continued on nitrous oxide and training for using it

### Firefighter Class:

- Training Officer Moe indicated two of our volunteers will graduate this coming Friday at Ferndale Highschool

## **District Chief DeBruin:**

### GEMT:

- District Chief spoke about BLS adjustment payment etc.

**Fire Station Reports:**

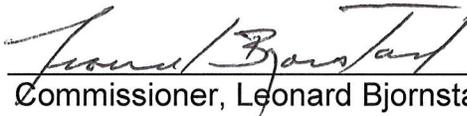
- Station 1, Sumas Battalion Chief Jay Van Middendorp
  - Battalion Chief Van Middendorp indicated they had a volunteer graduate from Recruit Firefighter class and six volunteers will start the EMT January class
  
- Station 2, Kendall Battalion Chief Frank Cain Jr.
  - Battalion Chief Cain Jr. absent
  
- Station 3, Welcome Battalion Chief Denise Christensen
  - Battalion Chief Christensen noted all is well at Welcome Station

Regular Meeting adjourned 6:07PM

The next regular meeting will be at Kendall Station on January 8, 2019 at 5:00 PM

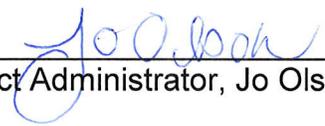


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Commissioner-Chair, RobRoy Graham



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Commissioner, Leonard Bjornstad

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Commissioner, Chris Moe



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District Administrator, Jo Olson