



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
February 11, 2020**

PRESENT: Commissioner RobRoy Graham, Commissioner Chris Moe, District Chief Jerry DeBruin, Training Officer David Moe, Battalion Chief Jay Van Middendorp, Battalion Chief Denise Christensen, Battalion Chief Frank Cain Jr., and Administrative Secretary, Jo Olson

ABSENT: Commissioner Leonard Bjornstad

GUESTS:

Regular Meeting called to order at 5:20 PM

Items approved and signed by the Commissioners:

- Regular meeting minutes read and approved
- 714 Warrants in the amount of \$23,948.30
- 71430 Warrants in the amount of \$337,739.26
- Payroll in the amount of \$38,649.08
- Annual Pension 2019 approval
- Retirement for volunteer
- Red Mountain Concurrency Letter

Hand Outs:

- Treasurers Monthly Report
- Bank of the Pacific Report
- Kendall Project expenses

January's Treasurers Report:

714 Expense Fund

• Starting Balance	\$539,226.08
• Tax Receipts	\$1,453.33
• Misc. Receipts	\$43,563.33
• Warrants	\$121,870.69
• Refund Interest	\$1.29
• Transfer Out	\$1,482.93
• Ending Cash Balance	\$460,888.16
• Ending Investment Balance	\$176,321.21
• Total Cash & Investment Pool	\$637,209.37

71410 Go Bond

• Prior Debt	\$272,237.57
• Debt Issued	\$46,965.15
• Debt Outstanding	\$319,202.72
• Debt Interest Paid	\$1,347.96

71420 Reserve Fund

• Prior Balance	\$184,424.49
• Purchases & Pool Earnings	\$327.92
• Ending Balance	\$184,752.41

71430 Capital Project

• Starting Balance	\$542.01
• Misc. Receipts	\$46,835.15
• Warrants	\$46,835.15
• Ending Balance	\$542.01

71442 Mitigation Fees

• Prior Balance	\$1,505.83
• Purchases & Pool Earnings	\$748.09
• Ending Balance	\$2,253.92

Bank of the Pacific Statement:

• Beginning Balance (01/01/2020)	\$7,400.97
• Deposits/Misc. Credits 16	\$22,496.78
• Withdrawals/Misc. Credits 6	\$23,196.74
• Ending Balance (01/31/2020)	\$6,701.01

Correction to December 2019 Regular Commissioners meeting:

- Administrative Secretary Olson would like to correct December 2019 meeting minutes for the executive meeting as a word was left out in error.
 - Executive Meeting Called:
 - **Change first bullet to:**
 - Commissioner Graham called a ten-minute executive meeting at 5:00PM to discuss a Personnel Discipline Issue"
 - **Motion** made by Commissioner Moe to note the above correction to December 2019 Regular Commissioners meeting minutes
 - Commissioner Graham seconded the motion

Old Business:

Red Mountain Concurrency Letter:

- Commissioner Graham signed the Red Mountain Concurrency Letter

LNI & now the issue with Employment Security Department (ESD) Issues with Payroll:

- Administrative Secretary Olson noted the 3rd quarter LNI was successfully submitted waiting for 4th quarter to go through
- Administrative Secretary Olson spoke to the two issues with ESD
 - 3rd quarter not successfully submitted
 - And 4th quarter had an excess wage overstated
- Administrative Secretary Olson indicated she is constant contact on these issues with APD, LNI and ESD and hopes this will all be resolved very soon

Kendall Remodel:

- Discussion on the progress of the project and what's left to complete on buildings and grounds

EOB Meeting:

- Discussed was the EOB Meeting including a discussion on gurneys

Stair Chairs

- District Chief DeBruin and Training Officer Moe spoke to the great deal on stair chairs for the district

New Business:

- Administrative Secretary Olson noted the Third Draw being drawn on the Peoples Bank loan

District Chief DeBruin:

District Chief DeBruin spoke about the current flood in Sumas

- District Chief DeBruin indicated a possible need for a rescue boat for the district
- Discussion continued and the plan is to revisit this topic in 3 months

Training Officer David Moe:

Training:

- Training Officer Moe indicated OTEP is going well with EMS Connect
- Training Officer Moe noted the self-defense class was really great
- Training Officer Moe also noted the Red Card Class will be coming up shortly

Initial Attack-93:

- Training Officer Moe indicated they got the \$8700. grant for work to be done on Initial Attack -93
- Discussion continued on the work that needs to be done

Fire Station Reports:

Station 1, Sumas Battalion Chief Jay Van Middendorp

- Battalion Chief Van Middendorp indicated all is well
- Battalion Chief Van Middendorp noted fire vehicles were moved to higher ground during Sumas flood

Station 2, Kendall Battalion Chief Frank Cain Jr.

- Battalion Chief Cain Jr. all is well with the Kendall Station
- Battalion Chief Cain Jr. noted how well the three stations work together covering calls

Station 3, Welcome Battalion Chief Denise Christensen

- Battalion Chief Christensen indicated all is well at the Welcome Station
- Battalion Chief Christensen noted they have a new volunteer application

Good of the Order:

- District Chief spoke about the City of Sumas and possible annexation being considered with the district

Regular Meeting adjourned 6:15PM

The next regular meeting will be at Kendall Station on March 10, 2020 at 5:00 PM

Commissioner-Chair, RobRoy Graham

Commissioner, Leonard Bjornstad

Commissioner, Chris Moe

Administrative Secretary, Jo Olson