



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

**PRESENT:** Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, Commissioner Chris Moe, District Chief Jerry DeBruin, and District Administrator Jo Olson

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

Battalion Chief Denise Christensen, Training Division Lieutenant David Moe were out on a call

**GUESTS:** Stephen Johnson, Stake Holder

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 \$21,894.03
- Payroll in the amount of \$33,523.75
- Resolution 2018-04 Fuel Exemption
- Resolution 2018-05 (to set vacation, sick, & holiday leave for full time employees for 2018)
- Policy (controls over benefits & salary, part time employees)
- Voucher, for reimbursement
- Cancellation of warrant check
- Asset Deletion (sale of IA91)
- City of Sumas amendment 2-year extension

**Hand Outs:**

- Bank of the Pacific Report
- Monthly Spending Chart and Jan-Jun Budget (to commissioners) for review

**June's Treasurers Report:**

- Totals not available but read current totals from the Treasurer's office
- FD #14 Expense (714) cash \$183,476.55
- FD#14 (714) Investments \$171,318.46
- FD #14 Reserve (71420) investments \$348,047.45

**Bank of the Pacific Statement:**

- Beginning Balance (6/01/2018) \$1,053.25
- Deposits/Misc. Credits 16 \$13,781.16
- Withdrawals/Misc. Credits 8 \$14,360.27
- Ending Balance (6/30/2018) \$474.14

**Correspondence:****Loan Cost and Cost for Kendall Add on:**

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

**Old Business:**

## New Ambulance:

- Commissioner Graham asked about news on the ambulance being built for the district
- District Chief DeBruin indicated the ambulance work is in process
- District Chief DeBruin indicated there is an issue with the chassis
- Discussion continued
- District Chief DeBruin said they will do more checking on the issue

## City of Sumas Agreement (Amendment Extension Years 2019 &amp; 2020):

- Commissioners reviewed agreement and discussed, then signed the agreement with an addition of a letter that will be drafted by Commissioner Graham and final approval at next regular meeting
- Discussion on the District Chief and Commissioner Graham being present when letter is being read by the mayor of Sumas
- Note: Commissioner Moe abstained from signing the agreement due to possible conflict of interest

## Land Loan:

- Sumas land loan payment to be discussed at the August Commissioner Meeting

#### Kendall Remodel Expense Report:

- Commissioner Graham asked about news on the remodel
- District Chief DeBruin indicated a delay due to Sarah Brown no longer being on the project and it being reassigned to someone else
- Discussion continued on the holdup and other issues
- Commissioner Moe agreed to make some calls

#### Battery Powered Jaws Units:

- District Chief DeBruin spoke to the purchase of two jaws units at a price of \$8,500 each
- Discussion continued on the jaws units
- Commissioner Moe made a motion to purchase two jaws units
- Commissioner Bjornstad seconded the motion

#### **New Business:**

Resolution 2018-04 A resolution exempting the district from the WA State alternative fuel mandate

- Commissioners reviewed and signed resolution

#### Resolution 2018-05

A resolution to set sick, vacation, holiday leave for the districts two full time employees for 2018

- Commissioners reviewed and signed resolution

Policy Control: A policy for the districts two part time employee salaries and benefits

- Commissioners reviewed and signed the policy
- Note: Commissioner Moe abstained from signing the policy due to possible conflict of interest with part time employee Christine Moe, family member

#### **District Chief DeBruin:**

Structure Fire:

- District Chief DeBruin spoke about the great turnout they had on the last structure fire
- Discussion continued on the structure fire

Calls:

- District Chief DeBruin indicated our call volume is still up
- Commissioner Moe asked about calls for District 19
- Discussion continued on District 19 calls

#### **Training Division Lieutenant David Moe:**

- Training Division Lieutenant Moe was not present for meeting

EMT Class:

- District Chief DeBruin spoke to the EMT class offered this fall and getting some of the new volunteers in the class

Fire Recruit Academy:

- District Chief DeBruin spoke about the fire recruit academy class coming up this fall

**Fire Station Reports:**

- Station 1, Sumas Battalion Chief Jay Van Middendorp
  - Battalion Chief Van Middendorp was not present for meeting
  - District Chief DeBruin indicated Sumas Station has some new volunteers
- Station 2, Kendall Battalion Chief Frank Cain Jr.
  - Battalion Chief Cain Jr. was not present for meeting
  - District Chief DeBruin indicated Kendall Station has new volunteers
- Station 3, Welcome Battalion Chief Denise Christensen
  - Battalion Chief Christensen was not present for meeting
  - District Chief DeBruin indicated Welcome Station's newest volunteer Brain Black is doing a great job

**Good of the Order:**

District Picnic:

- District Chief DeBruin spoke to the picnic coming up at the Sumas City park

**Guest:** Stephen Johnson

- Commissioner Graham asked Stephen Johnson if he had anything he would like to share
- Stephen Johnson indicated he had nothing to share at this time

Regular Meeting adjourned 5:54PM

The next regular meeting will be at Kendall Station on August 14, 2018 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