



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

**PRESENT:** Commissioner Larry Moore, Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, District Chief Jerry DeBruin, Battalion Chief Jay Van Middendorp, Battalion Chief Frank Cain Jr. Training Division Lieutenant David Moe, and District Administrator Jo Olson

**ABSENT:** Battalion Chief Denise Christensen

**GUESTS:** Stephen Johnson, stake holder

Regular Meeting called to order at 4:10 PM at Kendall Fire Station

**Items signed by the Commissioners:**

- Regular meeting minutes read and approved
- Warrants in the amount of \$32,301.96
- Payroll in the amount of \$24,167.26
- Resolution 2016-05 (Support for Countywide EMS)
- Resolution 2016-06 (pay Scale for Volunteer Shift Work, replaces 2016-02)
- WCFD14 Asset Acquisition/Deletion Form (for surplus of C-91)
- Valero Cancellation Letter
- Vouchers
- Retirement for BVFF
- Payroll Check Replacement

**Hand Outs:**

- Treasurers Report
- Bank of the Pacific Report
- Monthly Incident Reports
- Monthly Spending Budget Chart (to commissioners)

**Correspondence:**

- Response by attorney on Sumas agreement -reviewed
- Peoples Bank Notice -reviewed

**May's Treasurers Report:**714 Expense Fund

- |                                |              |
|--------------------------------|--------------|
| • Starting Balance             | \$280,664.45 |
| • Tax Receipts                 | \$57,909.00  |
| • Misc. Receipts               | \$12,917.00  |
| • Warrants                     | \$84,268.23  |
| • Ending Cash Balance          | \$267,222.22 |
| • Investment Starting Balance  | \$167,192.93 |
| • Pool Investment Interest     | \$112.49     |
| • Total Cash & Investment Pool | \$434,527.64 |

71410 Go Bond (Note: New loan in process)

- |                    |              |
|--------------------|--------------|
| • Prior Debt       | \$106,271.39 |
| • Debt Paid        | \$           |
| • Debt Outstanding | \$106,271.39 |

71420 Reserve Fund

- |                             |              |
|-----------------------------|--------------|
| • Prior Balance             | \$127,207.81 |
| • Purchases & Pool Earnings | \$85.59      |
| • Ending Balance            | \$127,293.40 |

**Bank of the Pacific Statement:**

- |                                  |             |
|----------------------------------|-------------|
| • Beginning Balance (05/01/2016) | \$629.75    |
| • Deposits/Misc. Credits 13      | \$14,514.17 |
| • Withdrawals/Misc. Credits 6    | \$11,510.17 |
| • Ending Balance (05/31/2016)    | \$3,633.75  |

## **Old Business:**

### City of Sumas:

- District Administrator Olson asked about invoicing the City of Sumas for the 2<sup>nd</sup> half billing
- Commissioner Moore asked if any contact has been made by the City of Sumas
- District Chief DeBruin said he has not been contacted
- Commissioner Graham indicated he did reach out for legal advice
- Discussion continued on the advice
- Commissioner Graham indicated as per indicated in the response letter from the City of Sumas dated May 10, 2016 that arbitration is our only option
- Commissioner Graham said he will reach out again for legal advice
- Discussion continued
- Per Commissioners invoice for the City of Sumas for the 2<sup>nd</sup> half billing will be mailed as usual with Levy Increased Amount

## **New Business:**

### Resolutions:

#### Resolution 2016-05

- Resolution 2016-05 a resolution of support for the Countywide Emergency Medical Services (EMS Levy,) Pursuant to RCW 84.52.069
- Resolution of support for the Countywide Emergency Medical Services was discussed
- Commissioner Moore asked if the consensus is to support resolution 2016-05
- Commissioners agreed to support and signed Resolution 2016-05

#### Resolution 2016-06 (replaces 2016-02)

- Resolution 2016-06 a resolution to acknowledge the set pay scale and addition of Volunteer Shift Work pay scale
- Commissioners signed updated Resolution 2016-06

### Surplus of Old C-91 Vehicle

- Putting District Chief DeBruin's old vehicle up for auction was discussed
- WCFD14 Asset Acquisition/Deletion Form (for surplus of C-91) was signed by commissioners

### Cancellation of Valero:

- District Administrator Olson explained that Valero needed a signed letter before they could cancel our account with them
- Cancellation letter was signed by the commissioners

### Re-issue of Payroll Check:

- Commissioners signed for new check to be issued

#### Retirement for former Volunteer:

- Commissioners signed for Retirement for former volunteer

#### New Ambulance:

- District Chief spoke about new ambulance being ready sooner than expected and about an invoice for next month so we will have a check ready to go for purchase

#### Door at Welcome Station:

- Commissioner Moore asked about the dents in the door at Welcome Station
- District Chief DeBruin indicated he will check into the door replacement

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

##### Radio Transmit Questions:

- Training Division Lieutenant Moe spoke about radio transmission concerns

##### Barn Burn:

- Training Division Lieutenant Moe indicated the barn burn went well last night

##### Rope Rescue:

- Training Division Lieutenant Moe said the class went well

#### **Fire Station Reports:**

- Station 1, Sumas Battalion Chief Jay Van Middendorp
  - Battalion Chief Van Middendorp indicated all is going well at Sumas
  - Battalion Chief Van Middendorp said their EMT student received his certificate
  - Battalion Chief Van Middendorp indicated that the burn house practice went well in Sumas and we have another one coming up soon
- Station 2, Kendall Battalion Chief Frank Cain Jr.
  - Battalion Chief Cain Jr. indicated all is going well
  - Commissioner Graham asked about the number of volunteers
  - Discussion on available volunteers were discussed
  - Battalion Cain Jr. said they are thin but it is working
  - Commissioner Moore asked about BLS transports for Acme
  - Training Division Lieutenant Moe explained the BLS transport we do for Acme and Glacier
- Station 3, Welcome Battalion Chief Denise Christensen
  - Battalion Chief Christensen was absent from meeting
  - No discussion

**Good of the Order:**

River Rescue:

- Battalion Chief Frank Cain Jr. asked about river rescue and about purchasing a boat
- District Chief DeBruin indicated that Search and Rescue should be called upon for this scenario
- District Chief DeBruin explained about the certification for water rescue, the extensive training the logistics and liability of water rescue
- Discussion continued on the best way for the District to support water rescue

Commissioner Bjornstad's Birthday:

- A Happy Birthday was wished to Commissioner Bjornstad

**GUESTS:** Stephen Johnson

- Commissioner Moore asked if Stephen Johnson had anything he would like to discuss
- Stephen Johnson indicated not at this time

Regular Meeting adjourned at 5:20 PM

The next regular meeting will be at Kendall Station on July 12, 2016 at 5:00 PM

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COMMISSIONER-CHAIR---Larry Moore

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COMMISSIONER---RobRoy Graham

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COMMISSIONER---Leonard Bjornstad

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DISTRICT ADMIN---Jo Olson