



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
June 12, 2018**

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

ABSENT:

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 \$45,283.17
- Payroll in the amount of \$35,933.00
- Resolution 2018-03 Appointing Agent to Receive Claims
- Voucher, for reimbursement
- Retirement Form
- Cancellation of warrant checks

Hand Outs:

- Treasurers Monthly Report
- Bank of the Pacific Report
- Monthly Incident Reports
- Monthly Spending Chart and Budget to date (to commissioners)
- City of Sumas Agreement (Amendment Extension Years 2019 & 2020)
(to commissioners)

May's Treasurers Report:

714 Expense Fund

- Starting Balance \$253,464.16
- Tax Receipts \$73,521.30
- Misc. Receipts \$23,583.00
- Warrants \$88,885.69
- **Ending Cash Balance \$246,682.77**
- **Investment Starting Balance \$170,697.29**
- **Purchases & Pool Earnings \$194.15**
- **Total Cash & Investment Pool \$417,574.21**

71410 Go Bond

- Prior Debt \$88,371.30
- Debt Paid \$775.93
- Debt Outstanding \$87,595.37

71420 Reserve Fund

- Prior Balance \$316,851.77
- Purchases & Pool Earnings \$15,360.38
- Ending Balance \$332,212.15

71442 Mitigation Fees

- Prior Balance \$11,340.27
- Purchases & Pool Earnings \$12.89
- Ending Balance \$11,353.16

Bank of the Pacific Statement:

- Beginning Balance (5/01/2018) \$1,659.58
- Deposits/Misc. Credits 16 \$22,338.38
- Withdrawals/Misc. Credits 8 \$22,944.71
- Ending Balance (5/31/2018) \$1,053.25

Correspondence:

Five-minute Executive Session:

- An executive meeting was called to discuss employee contracts by Chair Commissioner Graham at 5:14PM
- Present at meeting Commissioner Graham, Commissioner Bjornstad, Commissioner Moe, District Chief DeBruin
- Meeting back at 5:19PM
- Commissioner Graham indicated an agreement was made to accept employee agreement and made a motion to accept agreements
- Commissioner Bjornstad seconded motion

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 Law for Sick Leave for Part Time Employees:

- District Administrator Olson indicated the Wells Fargo payroll system has been updated with sick leave time

New Ambulance:

- Commissioner Graham asked if things are on track with the new ambulance
- District Chief DeBruin indicated the ambulance work will start in two-weeks
- Discussion continued

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

- District Chief DeBruin spoke to the City of Sumas
- Discussion continued
- Commissioners will review agreement and discuss next meeting

Kendall Remodel Expense Report:

- Commissioner Graham asked about news on the remodel
- District Chief DeBruin said it is being worked on, adjustments are being made etc.
- Discussion continued

New Business:

Land Loan:

- Sumas land load payment to be discussed in August

Resolution 2018-03 Appointing Agent to Receive Claims:

- Commissioners reviewed and signed resolution

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - Battalion Chief Van Middendorp said all is well at Sumas station
 - Battalion Chief Van Middendorp indicated they will have a Training Burn coming up soon
 - Battalion Chief Van Middendorp noted the half day Sunday shifts have started, and so far, so good

- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - Battalion Chief Cain Jr. said all is well at the Kendall station
 - Battalion Chief Cain Jr. indicated they might have a new volunteer starting soon

- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen said all is well at the Welcome station
 - Battalion Chief Christensen indicated they have a new person interested in being a volunteer

District Chief DeBruin:

Ambulance License:

- District Chief DeBruin indicated the ambulance licensing renewals have been completed

Dry Creek Gravel:

- District Chief DeBruin noted the district had an opportunity to get some gravel during the clean out of Dry creek, but also noted this type of gravel, unfortunately, would not fit the need for the district's remodeling project

GEMT (Ground Emergency Medical Transportation) reimbursement:

- District Chief DeBruin indicated the GEMT reimbursement was approved
- District Chief DeBruin explained the details of the reimbursement

Mini Pumper:

- District Chief DeBruin spoke to the sale of the mini pumper
- Discussion continued on mini pumper

Battery Powered Jaws Unit:

- District Chief DeBruin spoke to purchasing the second jaws unit
- Discussion continued on the jaws unit
- Commissioner Bjornstad made a motion to purchase the jaws unit
- Commissioner Moe seconded that motion

Training Division Lieutenant David Moe:

Burn House:

- Training Division Lieutenant Moe indicated the burn house training went well

Rope Training:

- Training Division Lieutenant Moe said the rope training went great

Red Card Class:

- Training Division Lieutenant Moe noted two volunteers are taking the class

EMT Class:

- Training Division Lieutenant Moe said our one volunteer has finished and is now an EMT

EMT Recertification:

- Training Division Lieutenant Moe indicated the 15 volunteers are now up to date

Probie Training:

- Training Division Lieutenant Moe said Wednesday night probie training is going well

Another Burn House Training:

- Training Division Lieutenant Moe indicated there might be another burn house training coming up

Good of the Order:

Recent Rescue and Recovery:

- Discussion on the recent rescue and recovery incidents were discussed

Guest: Stephen Johnson

- Commissioner Graham asked Stephen Johnson if he had anything he would like to share
- Stephen Johnson asked about any news with the Fire Marshall and the situation at the local gas station
- District Chief DeBruin indicated that the Fire Marshall was dealing with the situation

Regular Meeting adjourned 6:04PM

The next regular meeting will be at Kendall Station on July 10, 2018 at 5:00 PM

Commissioner-Chair, RobRoy Graham

Commissioner, Leonard Bjornstad

Commissioner, Chis Moe

District Administrator, Jo Olson