



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
March 13, 2018**

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

ABSENT: Battalion Chief Jay Van Middendorp and Battalion Chief Frank Cain Jr.

GUESTS: Stephen Johnson

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 \$54,945.85
- Payroll in the amount of \$33,895.25
- Cancellation of a Warrant
- Vouchers, for reimbursement

Hand Outs:

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

February's Treasurers Report:

714 Expense Fund

• Starting Balance	\$226,307.08
• Tax Receipts	\$2,429.64
• Misc. Receipts	\$29,338.00
• Warrants	\$176,313.67
• Transfers Out	\$15,000.00
• Ending Cash Balance	\$66,761.05
• Investment Starting Balance	\$170,148.97
• Purchases & Pool Earnings	\$180.74
• Total Cash & Investment Pool	\$237,090.76

71410 Go Bond

• Prior Debt	\$90,715.99
• Debt Paid	\$765.99
• Debt Outstanding	\$89,950.00

71420 Reserve Fund

• Prior Balance	\$300,862.96
• Purchases & Pool Earnings	\$15,314.45
• Ending Balance	\$316,177.41

71442 Mitigation Fees

• Prior Balance	\$11,303.84
• Purchases & Pool Earnings	\$12.01
• Ending Balance	\$11,315.85

Bank of the Pacific Statement:

• Beginning Balance (2/01/2018)	\$4,613.42
• Deposits/Misc. Credits 20	\$28,529.45
• Withdrawals/Misc. Credits 5	\$29,042.92
• Ending Balance (2/28/2018)	\$4,099.92

Correspondence:

Loan Cost and Cost for Kendall Add on:

- Commissioners agree NOT to transfer \$15,000 from the 714 account to the 71420 reserve
- Discussion continued on the cost etc.

Old Business:

GEMT (Ground Emergency Medical Transportation) reimbursement:

- Commissioner Graham asked about GEMT
- District Chief DeBruin noted that there was an extension until April but it is in process

Aid Vehicle:

- Commissioner Graham asked about the bid on the new aid vehicle
- District Chief DeBruin indicated he needed to get some decisions on options for the aid vehicle such as 4WDrive, 2WDrive, gas versus diesel etc. before he could submit for bid
- Discussion continued on options
- District Chief DeBruin will now put it out for bid

ImageTrend:

- Commissioner Graham asked about ImageTrend
- District Chief DeBruin indicated no movement has been done on this

Shiftwork:

- Commissioner Bjornstad asked about shift noted on payroll
- Secretary Olson explained shifts on payroll is broken out for informational and total includes volunteer shiftwork
- District Chief DeBruin spoke to shift work and how it is going, and that we have been happy with all willing to volunteer for shifts

New Business:

Whatcom County Parks Department:

- Commissioners reviewed agreement
- District Chief DeBruin will get agreement notarized and deliver to the Parks Department for signatures etc.
- The Parks Department will return signed agreement for filing here at Kendall

City of Sumas:

- District Chief DeBruin presented information from the City of Sumas requesting an extension of two years to the last revised amendment and explained their logic
- Discussion continued on the City of Sumas
- District Chief DeBruin will get the City of Sumas proposal in writing
- Commissioners will review when we have the proposal extension details

Older Tender T-92:

- District Chief DeBruin spoke about putting up the district's older tender for bid
- Discussion continued on keeping it or putting out for bid
- Decision made to hold off for now, track usage etc. then revisit in a few months or so

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - Battalion Chief Van Middendorp absent from meeting
 - Training Division Lieutenant Moe indicated in his absence that all is going well at the Sumas Station
- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - Battalion Chief Cain Jr. absence from meeting
- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen noted they have a new volunteer and he had his physical today, background check done

District Chief Jerry DeBruin:

Building Project:

- District Chief DeBruin indicated the permits have been submitted
- Could take up to six weeks
- District Chief DeBruin spoke about the only issue so far was the exhaust capture on whether we need point capture for exhaust or fans
- Discussion continued on exhaust
- District Chief DeBruin spoke about when we can go out for bid
- Discussion continued on contractors etc.

Commissioner Class:

- The Open Public Meetings Act was discussed

Training Division Lieutenant David Moe:

Training:

- Training Division Lieutenant Moe indicated the training is going great this month
- Training Division Lieutenant Moe noted the rope class went really well

Doll House Burn:

- Training Division Lieutenant Moe talked about an upcoming practice burn on the doll house

Supraglottic airway class:

- Training Division Lieutenant Moe talked about a supraglottic airway class coming up for EMT's
- Discussion continued on the class, grants etc.

EMT Class:

- Training Division Lieutenant Moe noted the two volunteers in the EMT class are now wrapping up

Guest: Stephen Johnson

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

Good of the Order:

- District Chief DeBruin wanted to note that the classes we offer to the community, CPR and babysitting classes are highly successful and the community seems to appreciate the opportunities
- District Chief DeBruin wanted to thank our volunteers and Kelley Insurance for supporting these classes

Regular Meeting adjourned 6:09PM

The next regular meeting will be at Kendall Station on April10, 2018 at 5:00 PM

Commissioner-Chair, RobRoy Graham

Commissioner, Leonard Bjornstad

Commissioner, Chis Moe

District Administrator, Jo Olson