



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14  
REGULAR COMMISSIONERS' MEETING  
January 10, 2023**

**PRESENT:** Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, Commissioner Chris Moe, District Chief Jerry DeBruin, Assistant District Chief David Moe, Battalion Chief Frank Cain Jr. and District Administrator Jo Olson.

**ABSENT:** Battalion Chief Jay Van Middendorp.

**GUESTS:** Jessica Bee, Coordinator for East Regional Resource Center.

Meeting called to order at 4:00PM.

**Items approved and signed by the Commissioners:**

- Approval of Regular Meeting Minutes December 13, 2022
- Approval of Current Claim Payment Request & Payroll
- 714 Warrants in the amount of \$147,233.51
- Payroll in the amount of \$51,884.09

**December 2022 Treasurers Report: Not available due to year end.  
Below Month to Date provided by Accounting Department.**

714 Expense Fund

- Cash total 125,071.47
- Investment total 182,523.37
- **Total Cash & Investment Pool 307,594.84**

71420 Reserve Fund

- Cash Total 249,190.02
- Investment Total 191,276.97
- **Total Cash & investment Pool 440,466.99**

71442 Mitigation Fees

- Cash Total 11,938.88
- Investment Total 3.57
- **Total Cash & investment Pool 11,942.45**

- Discussed was the transferring of some Expense Investment to Expense as well as Mitigation fees.

**Bank of the Pacific Statement:**

• Beginning Balance (12/01/2022)	12,660.06
• Deposits/Misc. Credits 24	18,060.61
• Withdrawals/Misc. Credits 9	29,732.78
• Ending Balance (12/31/2022)	987.89
• Service Charge	5.00

**Meeting Minutes:**

Regular Commissioners Meeting Minutes for December 2022:

**Motion:** Commissioner Moe **motioned** to accept Regular meeting minutes. The motion was **seconded** by Commissioner Bjornstad and approved.

**Claim Payment Request & Payroll:**

Claim Vouchers and Payroll dated January 2023.

**Motion:** Commissioner Graham **motioned** to accept the claim vouchers and payroll. The motion was **seconded** by Commissioner Bjornstad and approved.

**Approval of BVFF Voucher for Physical reimbursements:**

**Motion:** Commissioner Moe **motioned** to accept the voucher for reimbursement. The motion was **seconded** by Commissioner Bjornstad and approved.

**East Regional Resource Center:**

Guest Speaker Jessica Bee, coordinator.

- Jessica spoke to the process of reserving rooms at the Resource Center
- Commissioners thanked her for explaining the process.

**Old Business:****Approval of Policy to Cover the Public Use of the Fire Stations.**

**Motion:** Commissioner Moe **motioned** to accept Assistant District Chief Moe's written policy for a Public Use of the Fire Stations. The motion was **seconded** by Commissioner Bjornstad and approved. Commissioner Graham in agreement.

Sumas Flood Damage:

- District Chief DeBruin spoke to the need to replace the roof at the Sumas Station
- District Chief DeBruin and Assistant District Chief Moe will look into cost.

Assistant District Chief Moe:

AFG Grant:

- Assistant District Chief Moe spoke to AFG grant for purchasing some new jaw units.

New Program to use for CPR Instructors, HSI.

- Assistant District Chief Moe spoke to the cost savings advantages.

Training:

- Assistant District Chief Moe noted the Fire Academy and EMT class training.

Command Trailer:

- Assistant District Chief Moe gave an update on the command trailer.

Resident at Station 92:

- Assistant District Chief Moe spoke about the residents at station 92.

**District Chief DeBruin:**

- District Chief DeBruin spoke to the calls within the district including mutual aid.
- Call information handouts were distributed.

**Station Reports:**

Kendall Station:

- Battalion Chief Frank Cain Jr. indicated all is going great at the station and noted a nice turnout for training.

**New Business:**

Opening of Bid for Property Sale in Sumas:

- Commissioners open the bid for property sale.
- Bid from Brad Heppner was reviewed and discussed.

**Approval to accept offer of \$350,000 after District 14's attorney reviews and approves the sale details.**

**Motion:** Commissioner Bjornstad **motioned** approval to accept offer of \$350,000 after District 14's attorney reviews and approves the sale details. The motion was **seconded** by Commissioner Moe and approved. Commissioner Graham in agreement.

EMS Money:

- Commissioner Bjornstad asked when the EMS money would be coming to the district.
- Assistant District Chief Moe noted hopefully by the end of the month.
- Discussion continued on the Medic 10 being moved from its current location and the impact of the move.

Good of the Order:

- Commissioner Bjornstad gave his resignation letter
- Noted his last day being February 15, 2023.

Meeting adjourned at 5:17 PM with commissioners in agreement.

The next regular meeting will be on February 14, 2023 at **4:00 PM** at the Kendall Station:

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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