



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
REGULAR COMMISSIONERS' MEETING
May 9, 2023**

PRESENT: Commissioner RobRoy Graham, Commissioner Chris Moe, Commissioner Russell Vreugdenhil, District Chief Jerry DeBruin, Assistant District Chief David Moe, and District Administrator Jo Olson.

Absent: Battalion Chief Frank Cain Jr., and Battalion Chief Jay Van Middendorp

Guests: Cynthia Weed, K& L Gates via Zoom for the limited tax general obligation discussion

Meeting called to order at 4:00PM.

Items approved and signed by the Commissioners:

- Approval of Regular Meeting Minutes April 11, 2023
- Approval of Current Claim Payment Request & Payroll
- 714 Warrants in the amount of \$45,642.24 & ACH \$1,837.88
- Payroll in the amount of \$50,008.09
- BVFF Vouchers for volunteer
- Void Check/Cancel Warrant
- Resolution 2023-03 Update to Credit Card Policy and Procedure
- Resolution 2023-04 Limited Tax Obligation Bond (For Pumper Tender)

April 2023 Treasurers Report:

714 Expense Fund

• Starting Cash Balance	414,602.82
• Tax Receipts	282,728.17
• Misc. Receipts	16,391.00
• Warrants/Remittances	210,335.39
• Refunds Interest Paid	.44
• Total Disbursements	210,335.83
• Ending Cash Balance	503,386.16
• Prior Investment Balance	32,685.80
• Purchase & Pool Earnings	52.86
• Ending Investment Balance	32,738.66
• Total Cash & Investment Pool	536,124.82

71420 Reserve Fund

• Starting Cash Balance	288,451.30
• Misc. Receipts	19,630.64
• Ending Cash Balance	308,081.94
• Prior Investment Balance	191,805.70
• Purchases Pool Earnings	310.21
• Ending Investment Balance	192,115.91
• Total Cash & investment Pool	500,197.85

71442 Mitigation Fees

• Starting Cash Balance	2,242.11
• Misc. Receipts	
• Ending Investment Balance	2,242.11

71410 Go Bond

• Debt Outstanding	866,421.01
--------------------	------------

Noted: The transfer for the June 1st payment on the Peoples Bank Loan will be done this month.

Bank of the Pacific Statement:

• Beginning Balance (04/01/2023)	2,465.79
• Deposits/Misc. Credits 21	15,412.08
• Withdrawals/Misc. Credits 6	16,258.72
• Ending Balance (04/30/2023)	1,619.15
• Service Charge	

Meeting Minutes:

April 2023 Regular Commissioners Meeting Minutes:

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

Claim Payment Request & Payroll:

May 2023 Claim Vouchers and Payroll.

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

BVFF Vouchers:

Motion: Commissioner Graham **motioned** to accept the Vouchers for volunteer injury. The motion was **seconded** by Commissioner Moe and approved.

Void Check/Cancel Warrant:

Motion: Commissioner Moe **motioned** to accept the Void Check/Cancel Warrant. The motion was **seconded** by Commissioner Vreugdenhil and approved.

Resolution 2023-03 Update to Credit Card Procedure and Policy:

Motion: Commissioner Moe **motioned** to accept the update to the Credit Card Policy and Procedure. The motion was **seconded** by Commissioner Vreugdenhil and approved.

Resolution 2023-04 Limited Tax Obligation Bond:

Motion: Commissioner Graham **motioned** to accept the Limited Tax Obligation Bond for purchase of Pumper Tender. The motion was **seconded** by Commissioner Moe and with Commissioner Vreugdenhil in agreement and approved.

Old Business:

Sumas New Roof:

- District Chief DeBruin indicated he will get another estimate on replacing the roof at the Sumas station.

Property Sale in Sumas:

- District Chief DeBruin noted that the deadline has passed.
- Discussion continued
- It was decided not to extend the current offer.

Increase of Real Property on the Ballot:

- General Election was discussed.

Fire Truck Accident:

- District Chief DeBruin spoke to the next step with the fire truck once the final settlement with insurance is finalized.

Assistant District Chief Moe:

Training:

- No report.

District Chief DeBruin:

Graduation:

- District Chief DeBruin spoke to the graduation of the latest class of volunteer firefighters being held Monday May 15th at Mt Baker High school at 6:30PM.

Ski to Sea:

- District Chief DeBruin noted that Ski to Sea is coming up soon.

Station Reports:

- No Report

New Business:

Updated Credit Card Policy and Procedure:

- Discussed was the updated Credit Card policy and Procedure

Resolution 20203-03 Updated Credit Card Policy and Procedure:

Motion: Commissioner Moe **motioned** to accept the updated Credit Card Policy and Procedure, Resolution 2023-03. The motion was **seconded** by Commissioner Vreugdenhil and approved.

Banner Bank Credit Card Application for new credit card(s):

- A credit card with Banner Bank was discussed

Motion: Commissioner Graham **motioned** to accept the new credit card with Banner Bank and make Assistant District Chief Moe the one to complete and sign for new credit card application with Banner Bank. The motion was **seconded** by Commissioner Vreugdenhil and approved.

Peoples Bank Credit Card:

- The existing credit cards with Peoples Bank were discussed
- Decision to keep those cards active for now.

New Pumper Tender Fire Truck:

- Guest Cynthia Weed with K&L Gates was online to explain the details of the limited tax general obligation bond answer any questions.
- Discussion and questions were asked
- Cynthia Weed was thanked for her time, explanation and fielding questions on the limited tax general obligation bond.

Resolution 2023-04 Limited Tax Obligation Bond:

Motion: Commissioner Graham **motioned** to accept the Limited Tax Obligation bond, Resolution 2023-04. The motion was **seconded** by Commissioner Moe and in agreement was Commissioner Vreugdenhil and approved.

Meeting adjourned at 5:20 PM with commissioners in agreement.

The next regular meeting will be on June 13, 2023 at **4:00 PM** at the Kendall Station:

Commissioner-Chair, RobRoy Graham

Commissioner, Chris Moe

Commissioner, Russell Vreugdenhil

District Administrator, Jo Olson