



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
May 14, 2019**

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

ABSENT:

GUESTS: Stephen Johnson

Regular Meeting called to order at 5:00 PM at Kendall Fire Station

Items approved and signed by the Commissioners:

- Regular meeting minutes read and approved
- Warrants in the amount of \$34,631.71
- Payroll in the amount of \$38,784.50

Hand Outs:

- Treasurers Monthly Report
- Bank of the Pacific Report
- Monthly Spending Chart
- Monthly Incident Reports

Correspondence:

- Peoples Bank notice of loan interest increase
- Discussion on whether to pay off loan, no decision at this time

April's Treasurers No Report:

714 Expense Fund

• Starting Balance	\$108,042.07
• Tax Receipts	\$249,537.34
• Misc. Receipts	\$87,649.50
• Transfer In	\$2.84
• Warrants	\$126,187.63
• Refund Interest Paid	\$1.29
• Ending Cash Balance	\$319,042.83
• Ending Investment Balance	\$173,601.58
• Total Cash & Investment Pool	\$492,644.41

71410 Go Bond

• Prior Debt	\$79,603.17
• Debt Paid	\$845.82
• Debt Outstanding	\$78,757.35

71420 Reserve Fund

• Prior Balance	\$323,818.78
• Purchases & Pool Earnings	\$535.34
• Ending Balance	\$324,354.12

71442 Mitigation Fees

• Cash on hand	\$746.18
• Prior Balance	\$16,389.48
• Purchases & Pool Earnings	\$27.10
• Ending Balance	\$16,416.58

Bank of the Pacific Statement:

• Beginning Balance (04/01/2019)	\$31,703.17
• Deposits/Misc. Credits 26	\$29,746.97
• Withdrawals/Misc. Credits 5	\$53,816.04
• Ending Balance (04/30/2019)	\$7,634.10

Kendall Loan Cost Transfer:

- Commissioners agree to transfer \$15,000 from the 714 Expense account to the 71420-Reserve account

Payroll:

- Commissioners made a motion to go with ADP payroll in light of Wells Fargo payroll systems ending and will go with July 1, 2019 as the startup date with ADP

Old Business:

Kendall Station Outside Lights:

- Commissioner Graham asked about outside lighting at the Kendall station
- Training Officer Moe informed us the lights are up and working

EOB Meeting:

- Discussion on the upcoming EOB meeting
- Also discussed was the reality of a fifth medic unit being used in the county

Coverage Times:

- Discussion on BLS calls and time

Agreement with the City of Sumas for District land usage:

- Commissioner Moe asked about the agreement between the City of Sumas and the district
- District Chief DeBruin indicated it should be completed anytime now

New Business:

Opening of Bids for Modular Buildings:

- Commissioner Graham indicated the district received two sealed bid proposals - one from Pacific Mobile Structures and one from Aries Building Systems
- The bids were opened, reviewed and discussed
- The bid proposals will be reviewed in detail by District Chief DeBruin and Training Officer Moe
- Decision to come

Bid for District Ambulance (District surplus Vehicle)

- Training Officer Moe indicated a bid came in for the ambulance our district has as surplus
- Discussion continued on the bid amount

Training Officer David Moe:

Wildfire Training:

- Training Officer Moe noted the district has two volunteers taking the two-week course

EMT Class:

- Discussion on the last EMT class

EMS Online:

- The County is working on solutions for EMS online
- OTEP Training was discussed

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - Battalion Chief Van Middendorp indicates all is well at the Sumas Station

- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - Battalion Chief Cain Jr. indicated all is well with the Kendall Station

- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen indicated all is well at the Welcome Station
 - Battalion Chief Christensen thanked Training Officer Moe for the new flowers at the Welcome Station

Good of the Order:

- Training Officer Moe shared good news from the Washington Survey and Ratings Bureau! We have improved our rating as a fire district from a 7 to a 6 outside the City of Sumas! We maintained our rating of a 5 inside the City of Sumas.

Guest:

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

Regular Meeting adjourned 6:05PM

The next regular meeting will be at Kendall Station on June 11, 2019 at 5:00 PM

Commissioner-Chair, RobRoy Graham

Commissioner, Leonard Bjornstad

Commissioner, Chris Moe

District Administrator, Jo Olson