



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
November 14, 2017**

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

ABSENT:

GUESTS: Former Commissioner Larry Moore

Regular Meeting called to order at 4:57 PM at Kendall Fire Station

Items signed by the Commissioners:

- Regular Meeting Minutes read and approved
- Warrants in the amount of \$93,813.26
- Payroll in the amount of \$31,045.00
- Pension Retirement Form
- Resolution 2017-05 Accept 2018 Budget

Hand Outs:

- Treasurers Monthly Report
- Bank of the Pacific Report
- Monthly Incident Reports
- Monthly Spending Chart and Budget to date (to commissioners)
- Great Western Lumbar Company (Log Prices-Mill Scale)

October's Treasurers Report:

714 Expense Fund

• Starting Balance	\$247,068.84
• Tax Receipts	\$196,199.03
• Misc. Receipts	\$28,319.11
• Warrants	\$68,380.54
• Ending Cash Balance	\$403,206.44
• Investment Starting Balance	\$169,487.53
• Purchases & Pool Earnings	\$160.47
• Total Cash & Investment Pool	\$572,854.44

71410 Go Bond

• Prior Debt	\$93,773.34
• Debt Paid	\$753.54
• Debt Outstanding	\$93,019.80

71420 Reserve Fund

• Prior Balance	\$254,837.34
• Purchases & Pool Earnings	\$241.27
• Ending Balance	\$255,078.61

71442 Mitigation Fees

• Prior Balance	\$11,259.90
• Purchases & Pool Earnings	\$10.66
• Ending Balance	\$11,270.56

Bank of the Pacific Statement:

• Beginning Balance (10/01/2017)	\$3,930.90
• Deposits/Misc. Credits 20	\$25,882.97
• Withdrawals/Misc. Credits 4	\$27,723.00
• Ending Balance (10/31/2017)	\$1,345.90

Correspondence:

- No correspondence

Old Business:

Kendall Station Addition Permits:

Land/Cutting Permit:

- Commissioner Graham asked District Chief DeBruin about the land permit
- District Chief DeBruin indicated we have the permit
- Battalion Chief Cain Jr. spoke to the cost of the tree removal/stump removal and about when the tree removal job will start - it should be starting on December 15th
- Discussion continued on the tree removal job and the Great Western Lumber Company log price sheet was reviewed
- District Chief DeBruin spoke about pursuing other bids but indicated we are not obligated due to the cost threshold
- A motion was made and seconded to go with current bid
- More discussion on the details of the tree cutting job

Building Permit:

- Commissioner Graham asked District Chief DeBruin about the building permit
- District Chief DeBruin indicated we are still waiting on the building permit
- Discussion continued on the addition project, contractors, and bidding

New Business:

Budget Talk:

- Discussion on the budget - the challenges of staffing, supplies, vehicles and the Kendall remodel, etc.

Resolution 2017-05 (to accept the 2018 budget):

- Commissioners discussed the budget for 2018
- A motion was made by Commissioner Bjornstad and seconded by Commissioner Moe to accept Resolution 2017-05 as presented
- Commissioners agreed

Loan Cost:

- Commissioner Moe brought up the loan cost for the Kendall remodel and suggested a trial loan payment by transferring \$15,000 monthly to a reserve account as a test
- Discussion continued on the trial loan payment, etc.
- Commissioners in agreement to have District Administrator Olson transfer the sum of \$15,000 from the 714 account and invest into the 71420 reserve account for this month. *Note: the 71420 reserve is a non-restricted account so money can be transferred back if needed*
- Going forward, at the regular Monthly Commissioner Meeting, the amount of \$15,000 will be reviewed and upon approval will be transferred from the 714 account to the 71420 reserve account by District Administrator Olson

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - Battalion Chief Van Middendorp indicated all is well at the Sumas Station
 - Battalion Chief Van Middendorp noted they have one volunteer interested in the EMT class coming up
 - Commissioner Graham asked about the cement work to be done at the Sumas Station
 - Battalion Chief Van Middendorp indicated it will be done next Spring
- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - Battalion Chief Cain Jr. noted all is well at the Kendall station and mentioned using the weekend shifts as a replacement for Sunday Standbys
 - Discussion continued on shifts and standbys
- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen indicated all is going well at the Welcome station but noted they keep losing volunteers

District Chief Jerry DeBruin:

Burn House:

- District Chief DeBruin indicated they will be doing the burn house this coming Saturday

GEMT (Ground Emergency Medical Transportation) reimbursement:

Note: The supplemental payments cover the funding gap between a provider's actual costs per GEMT transport and the allowable amount received from Washington Apple Health (Medicaid) and any other sources of reimbursement

- District Chief DeBruin spoke to possible BLS Medicaid reimbursement for current year as well as 2016, 2015 and going forward
- District Chief DeBruin explained the details of what he knows so far for reimbursement to take place
- District Chief DeBruin spoke to some hours for District Administrator Olson when we get to where we have to come up with numbers
- Conversation continued on Medicaid BLS transports

County EMS Administrator:

- District Chief DeBruin spoke to next Monday's meet and greet, and that everyone is welcome to come and meet the candidates
- Discussion on candidates for EMS Administrator

New Tires:

- District Chief DeBruin spoke to the new tires that they had put on some of the vehicles

Training Division Lieutenant David Moe:

Batteries:

- Training Division Lieutenant Moe indicated a few battery issues but nothing big

Officer Training:

- Training Division Lieutenant Moe indicated the Officer Training went well
- Training Division Lieutenant Moe noted Battalion Chief Cain Jr. made a dollhouse size house for fire training

Army Truck:

- Training Division Lieutenant Moe said the army truck is being painted and getting close to being ready
- Discussion continued on the army truck

CPR Classes/CPR Cards:

- Training Division Lieutenant Moe indicated that they will transition to the American Red Cross, cost will be minimal
- Training Division Lieutenant Moe and District Chief DeBruin indicated they will be getting the CPR cards through the American Red Cross now at a more reasonable cost

GUESTS:

- Commissioner Graham presented guest former Commissioner Larry Moore with a cake and thanked him for his service
- A cake was served and discussion on former Commissioner Larry Moore service was discussed
- Commissioner Moore thanked everyone and left partway through meeting

Regular Meeting adjourned 6:21 PM

The next regular meeting will be at Kendall Station on December 12, 2017 at 5:00 PM

Commissioner-Chair, RobRoy Graham

Commissioner, Leonard Bjornstad

Commissioner, Chis Moe

District Administrator, Jo Olson