



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
November 12, 2019**

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

ABSENT: Commissioner Chris Moe

GUESTS: Jack Hovenier, Red Mountain

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 \$36,319.84
- Payroll in the amount of \$38,752.00
- Retire/Rehire Form BVFF
- Resolution 2019-04 Uncashed checks
- Resolution 2019-05 Annual Inventory Review
- WA Fire Comm Assn Healthcare Annual Form
- Lost Payroll Check Replacement Check

Hand Outs:

- Treasurers Monthly Report &, up to date information only
- Bank of the Pacific Report
- Monthly Spending Chart

October's Treasurers No Report:

714 Expense Fund

- Starting Balance \$407,138.41
- Tax Receipts \$199,917.16
- Misc. Receipts \$65,758.50
- Warrants \$42,918.68
- **Ending Cash Balance \$627,325.55**
- **Ending Investment Balance \$175,398.33**
- **My Estimate, Note: County had Warrant Total in Error**
- **County will correct for next month, report had closed**

71410 Go Bond

- Miscellaneous Receipts \$2,565.46
- Debt paid \$1,181.59
- Ending Cash Balance \$1,383.87
- Prior Debt \$272,237.57
- Debt Paid
- Debt Outstanding \$272,237.57

71420 Reserve Fund

- Prior Balance \$183,465.93
- Purchases & Pool Earnings \$314.00
- Ending Balance \$183,779.93

71430 Capital Projects

- Starting Balance \$542.01
- Ending Balance \$542.01

71442 Mitigation Fees

- Prior Balance \$754.88
- Purchases & Pool Earnings \$1.30
- Ending Balance \$756.18

Bank of the Pacific Statement:

- Beginning Balance (10/01/2019) \$7,973.94
- Deposits/Misc. Credits 24 \$30,618.04
- Withdrawals/Misc. Credits 7 \$31,591.21
- Ending Balance (10/31/2019) \$7,000.77

Guest Jack Hovenier, Red Mountain

- Jack Hovenier wanted to bring the district up to date on the housing development
- Jack Hovenier spoke to the impact fees now in place with the County
- Jack Hovenier spoke to the mitigation agreement in place with the district and discussed impact fees vs the mitigation agreement
- Jack Hovenier offered to have the current agreement updated by their attorney and then the district can have it reviewed by their attorney
- District Chief DeBruin mentioned he will speak to Matt Aamot, Planning & Development
- Decision: Jack will send the updated mitigation information to the district and the district will have their attorney review it

Old Business:

Kendall Remodel:

- District Chief DeBruin spoke to the latest information on the Kendall project
- Discussion continued on the Kendall project

New Business:

Resolutions:

Resolution 2019-04 Dead Checks, Resolution 2019-05 Annual Inventory

- Both resolutions were reviewed by Commissioners and approved

NFIRS Data Entry:

Discussed was the 2020 minimum wage requirement

- Commissioner Bjornstad made a motion to raise this position hourly rate to \$15
- Motion was seconded by Commissioner Graham

Budget:

- It was decided to wait until next month for the budget approval when Commissioner Moe is back

District Chief DeBruin:

Kelley Insurance Class:

- District Chief DeBruin spoke about a class which Kelly Insurance was putting on

Training Officer David Moe:

Training:

- Training Officer Moe noted there are 3 volunteers in the Recruit Academy
- Training Officer Moe spoke about the Emergency Medical Response (EMR) class
- Training Officer Moe mentioned applying for a grant for work that needs to be done on IA-93 which would cover half the cost, we should know in February if our grant request was accepted
- Training Officer Moe spoke to the district participation in the emergency preparedness drill in Sumas, discussion continued

Fire Station Reports:

Station 1, Sumas Battalion Chief Jay Van Middendorp

- Battalion Chief Van Middendorp indicated all is well at Sumas station

Station 2, Kendall Battalion Chief Frank Cain Jr.

- Battalion Chief Cain Jr. all is well with the Kendall Station and noted training was great last night

Station 3, Welcome Battalion Chief Denise Christensen

- Battalion Chief Christensen indicated all is well at the Welcome Station

Executive Meeting:

- Commissioner Graham called a ten-minute executive meeting at 6:11PM to discuss an employee salary
- Present in meeting Commissioners Graham, Bjornstad and District Chief DeBruin
- At 6:21PM Commissioner Graham announced back in the meeting that a raise was discussed for the administrative secretary
- Commissioner Bjornstad made a motion for the raise for the administrative secretary
- Commissioner Graham seconded the motion

Good of the Order:

- Commissioner Graham spoke about a special he watched about the lack of volunteers throughout the country
- Discussion continued on how to keep volunteers, etc.

Regular Meeting adjourned 6:25PM

The next regular meeting will be at Kendall Station on December 10, 2019 at 5:00 PM

Commissioner-Chair, RobRoy Graham

Commissioner, Leonard Bjornstad

Commissioner, Chris Moe

Administrative Secretary, Jo Olson