



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
October 10, 2017**

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

ABSENT: Battalion Chief Jay Van Middendorp

GUESTS: Stephen Johnson

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 \$34,246.91
- Payroll in the amount of \$31,040.25
- Asset Deletion (jaws unit)
- WFCA, Healthcare 2018
- Resolution 2017-03 Tax Levy increase
- Resolution 2017-04 Credit Card Policy Update to 2014-04
- Peoples Bank Visa Card(s) form

Hand Outs:

- Treasurers Monthly Report
- Bank of the Pacific Report
- Monthly Incident Reports
- Monthly Spending Chart and Budget to date (to commissioners)

September's Treasurers Report:

714 Expense Fund

• Starting Balance	\$270,627.20
• Tax Receipts	\$10,830.82
• Misc. Receipts	\$29,504.58
• Warrants	\$63,893.74
• Refunds Interest paid	\$.02
• Ending Cash Balance	\$247,068.84
• Investment Starting Balance	\$169,326.01
• Purchases & Pool Earnings	\$161.52
• Total Cash & Investment Pool	\$416,556.37

71410 Go Bond

• Prior Debt	\$95,283.04
• Debt Paid	\$1,509.70
• Debt Outstanding	\$93,773.34

71420 Reserve Fund

• Prior Balance	\$254,606.09
• Purchases & Pool Earnings	\$231.25
• Ending Balance	\$254,837.34

71442 Mitigation Fees

• Prior Balance	\$11,249.17
• Purchases & Pool Earnings	\$10.73
• Ending Balance	\$11,259.90

Bank of the Pacific Statement:

• Beginning Balance (9/01/2017)	\$3,930.90
• Deposits/Misc. Credits 18	\$26,992.03
• Withdrawals/Misc. Credits 5	\$27,737.00
• Ending Balance (9/30/2017)	\$3,185.93

Correspondence:

- No correspondence

Old Business:

New Visa Card(s) Through Peoples Bank replacing American Express:

- Commissioners sign paperwork to go forward with securing credit cards to replace our current cards through American Express

Door Access for Stations:

- Commissioner Graham indicated the door security at stations has been done
- District Chief DeBruin confirmed the codes have been changed for all three stations

Bathroom Fans:

- Commissioner Graham asked about fan for bathrooms at Kendall Station
- District Chief DeBruin indicated nothing has been done yet on a timed fan for bathrooms at Kendall Station

Repair to/or New Vehicle for District Chief:

- Commissioner Graham asked about work being done to the District Chiefs vehicle
- District Chief DeBruin indicated the cost for repair has been worked out so C-91 is being worked on

Kendall Station Shifts:

- Commissioner Graham asked how the weekend shifts were going
- Training Division Lieutenant Moe and Battalion Chief Cain Jr. spoke to the shift work for weekends and indicated so far so good for coverage
- Discussion continued on shifts

New Business:

Kendall Station Addition:

Land Service Permit:

- District Chief DeBruin spoke to the Land Service permit he will picking up on next Monday
- District Chief DeBruin indicated it will still be a little wait until they can start the project
- Discussion continued on permits, financing and next steps for addition

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - Battalion Chief Van Middendorp was absent
- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - Battalion Chief Cain Jr. noted that E-92 is not registering water in truck, suspect it is a sensor, and A-9202 had its battery issue fixed
- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen indicated all is going well and noted the team effort between station coverage is going great
 - Battalion Chief Christensen indicated one key pad for the door is a little sticky at the Welcome station

Training Division Lieutenant David Moe:

Rope Rescue:

- Training Division Lieutenant Moe indicated they had some real-life rope rescue
- Discussion continued on the rope rescue and some of the issues they faced

Training:

Officer Training:

- Training Division Lieutenant Moe indicated the Officer Training went well

Wildland Class:

- Training Division Lieutenant Moe noted a couple newer Red Card trained volunteers will be doing a special Wildland Training

Army Truck:

- Training Division Lieutenant Moe said the Army Truck is almost complete, and we should take delivery early November

District Chief Jerry DeBruin:

Burn House:

- District Chief DeBruin indicated they may be doing a burn house soon
- Discussion continued on the type of training this burn house will offer

Good of the Order:

- District Chief DeBruin mentioned what an amazing group of volunteers we have

CPR and Babysitting Classes:

- District Chief DeBruin spoke to the CPR and Babysitting classes being offered and the cost of CPR cards for the classes they offer
- Discussion continued on the cost of these cards

New Manikin Requirement for 2018

- District Chief DeBruin spoke to the new requirement for CPR Manikins to provide a visual indicator as well as feedback

GUESTS: Stephen Johnson

- Commissioner Graham asked if Stephen Johnson had anything he wanted to say

House Address Numbers:

- Guest Stephen Johnson said he just wanted to bring up that he had mentioned awhile back about how many residences still don't seem to have house numbers, and noted the difficulty of finding them in an emergency situation
- Discussion continued on what could be done to encourage residents to get house numbers
- District Chief DeBruin said he can look into this further

Regular Meeting adjourned 5:56 PM

The next regular meeting will be at Kendall Station on November 14, 2017 at 5:00 PM

Commissioner-Chair, RobRoy Graham

Commissioner, Leonard Bjornstad

Commissioner, Chis Moe

District Administrator, Jo Olson