



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
September 13, 2016**

PRESENT: Commissioner Larry Moore, Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, District Chief Jerry DeBruin, Battalion Chief Denise Christensen, Training Division Lieutenant David Moe and District Administrator Jo Olson

ABSENT: Battalion Chief Jay Van Middendorp & Battalion Chief Frank Cain Jr.

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 \$187,249.12
- Payroll in the amount of \$28,462.00
- Voucher
- Resolution 2016-07 (Cancellation of warrants more than one-year-old)
- Void/Cancel warrant check (County Check) Exxon \$182.21
- Asset Acquisition Forms
- Amendment to Intergovernmental Agreement Between City of Sumas and WCDFD14
- Response Letter to the City of Sumas with amendment details (signed by Commissioner Graham)

Hand Outs:

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

Correspondence:

American Express Credit Line increased

- Letter from American Express reviewed

August's Treasurers Report:**714 Expense Fund**

- | | |
|--------------------------------|--------------|
| • Starting Balance | \$221,838.13 |
| • Tax Receipts | \$4,377.37 |
| • Misc. Receipts | \$114,986.61 |
| • Warrants | \$45,775.97 |
| • Refunds Interest Paid | \$.44 |
| • Ending Cash Balance | \$295,425.70 |
| • Investment Starting Balance | \$167,534.39 |
| • Pool Investment Interest | \$120.27 |
| • Total Cash & Investment Pool | \$463,080.36 |

71410 Go Bond

- | | |
|--------------------|--------------|
| • Prior Debt | \$103,377.74 |
| • Debt Paid | \$9.16 |
| • Debt Outstanding | \$103,368.58 |

71420 Reserve Fund

- | | |
|-----------------------------|--------------|
| • Prior Balance | \$127,467.61 |
| • Purchases & Pool Earnings | \$91.51 |
| • Ending Balance | \$127,559.12 |

Bank of the Pacific Statement:

- | | |
|----------------------------------|-------------|
| • Beginning Balance (08/01/2016) | \$3,895.91 |
| • Deposits/Misc. Credits 22 | \$20,897.55 |
| • Withdrawals/Misc. Credits 8 | \$20,734.57 |
| • Ending Balance (08/31/2016) | \$4,058.89 |

Old Business:

Welcome Station Water:

- District Chief DeBruin noted the water easement seems to be a non-issue after Training Division Lieutenant Moe and new property owner walked the property lines
- Discussion continued on Welcome Station's water

Generator:

- Commissioner Moore asked if we got the generator
- District Chief DeBruin said they did not get the generators as they were gone all ready by the time he got back to them
- District Chief DeBruin indicated they will be notified if an opportunity arises again for a generator
- Commissioners requested District Chief DeBruin go ahead and order if the opportunity arises again

Surplus of Old C91 Vehicle:

- District Chief DeBruin's indicated his old vehicle was sold at auction

New Ambulance:

- District Chief DeBruin noted Training Division Lieutenant Moe will be picking up the new ambulance on Thursday
- Training Division Lieutenant Moe showed some slides of the new ambulance
- Discussion continued on the new ambulance light sirens, code red etc.

Remodel of Kendall Station:

- Commissioner Moore asked about progress on the remodel of Kendall Station
- District Chief DeBruin indicated Tony Freeland (Freeland & Associates Consulting Engineers) is working on the conditional use requirements and that this will be a 4-6-month process
- District Chief DeBruin spoke about the building project triggering a fire flow requirement of building a reservoir for water confinement
- Discussion continued on water tanks and the possibility of a water association forming pertaining to the size required for the tank
- District Chief DeBruin indicated T-Mobile relinquished their survey findings from when they were debating putting a cell tower on district property which is a money saver for our district. Thanks T-Mobile

Combi Tool (Jaws of Life Unit):

- Commissioner Moore asked about purchase of the Combi tool
- District Chief DeBruin indicated it has not been purchased yet

New Business:

District Response Times:

- Commissioner Moore asked about handling multiple calls due to our large call volumes and response times when more than one call happens at the same time
- District Chief DeBruin explained if no one responds from Kendall, someone from Welcome or Sumas responds, he spoke to shift work etc.
- Battalion Chief Christensen spoke about the timing of calls and the discussion continued on how to best handle multiple calls
- Commissioner Graham asked about volunteer burn-out and how shift work is working out
- District Chief DeBruin explained the logistics of shift work and how unpredictable it is regarding call volume
- District Chief DeBruin indicated guest Stephen Johnson could appreciate that
- Guest Steven Johnson spoke to prior experience and that of new volunteers and fire service in general
- District Chief DeBruin expressed his appreciation of the dedication of all the volunteers, both seasoned and new

Amendment to Intergovernmental Agreement Between City of Sumas:

- The Amendment Agreement between Fire District 14 and the City of Sumas was briefly discussed and signed by commissioner

Response Letter to the City of Sumas:

- Commissioner Graham signed the response letter with amendment details to be sent to the City of Sumas

Asset Acquisition Forms:

- Commissioners signed acknowledgment of new ambulance, replacement vehicle for Chief DeBruin, & 2009 Army Truck

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - No Report as Battalion Chief Van Middendorp was absent
- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - No report as Battalion Chief Cain was absent
- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen indicated that all is well at Welcome Station
 - Commissioner Moore asked about getting some buckets to put kitty litter in due to bags ripping
 - Training Division Lieutenant Moe will look into getting buckets

Training Division Lieutenant David Moe:

- Re-arrangement of the Kendall Station:
 - Training Division Lieutenant Moe spoke to the re-arranging of the Kendall station to accommodate the new ambulance
- Fire Academy:
 - Training Division Lieutenant Moe indicated the Fire Academy is going well so far and the volunteers are in week two

Guest Stephen Johnson:

- Commissioner Moore asked if Guest Johnson had any questions or concerns
- Guest Johnson asked about the car accident that took out the light pole on the road in front of Kendall School
- Discussion continued on that accident (pertaining to the districts response)

Regular Meeting adjourned at 5:57 PM

The next regular meeting will be at Kendall Station on October 11, 2016 at 5:00 PM

COMMISSIONER-CHAIR---Larry Moore

COMMISSIONER---RobRoy Graham

COMMISSIONER---Leonard Bjornstad

DISTRICT ADMIN---Jo Olson