



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14  
COMMISSIONERS' MEETING  
June 10, 2014**

**PRESENT:** Commissioner Larry Moore, Commissioner RobRoy Graham and Commissioner Leonard Bjornstad. District Chief Jerry DeBruin, Battalion Chief Jay Van Middendorp, Training Division Lieutenant David Moe and District Administrator Jo Olson

**ABSENT:** Battalion Chief Frank Cain Jr., Battalion Chief Denise Christensen

**GUESTS:** Stephen Johnson

Meeting called to order at 7:00 PM at Kendall Fire Station.

**Items signed by the Commissioners:**

- Regular meeting minutes read and approved
- Invoice Vouchers
- Warrants in the amount of       \$31,643.43
- Payroll in the amount of       \$14, 685.34
- District Enrollment Form
- Resolutions 2014-02 -Pay Scale
- Resolutions 2014-03- Cancellation of Year Old Warrants

## **Correspondence:**

### **May's Treasurer's Report:**

#### 714 Expense Fund

• Starting Balance	\$206,192.39
• Tax Receipts	\$31,944.13
• Misc. Receipts	\$10,603.40
• Warrants	\$42,547.53
• Ending Cash Balance	\$209,979.40
• Investment Starting Balance	\$165,196.22
• Pool Investment Interest	\$66.13
• Total Cash & Investment Pool	\$375,241.75

#### 714 10 Go Bond

• Warrants	\$576.11
• Debt Issued	\$122,957.68
• Debt Paid	\$576.11
• Debt Outstanding	\$122,381.57

#### 71420 Reserve Fund

• Prior Balance	\$45,034.29
• Purchases & Pool Earnings	\$18.03
• Ending Balance	\$45,052.32

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### **Bank of the Pacific Statement:**

• Beginning Balance (05/01/2014)	\$1,246.93
• Deposits/Misc Credits 12	\$8,001.47
• Withdrawals/Misc Credits 6	\$9,147.90
• Ending Balance (05/31/2014)	\$100.50

## **Old Business:**

- Levy Lid
  - Commissioner Moore discussed again the need to educate the public and talked about the cost and piggybacking with another district for cost savings. He also discussed contacting other districts to see who wants to join with us
  - Commissioner Moore talked about a two year time frame for educating the public
  - Commissioner Graham talked about speaking to a bonds specialist to see about the best way to go about educating the public
  - Commissioner Moore suggested having an expert on bonds at an upcoming meeting
  
- Emergency Reporting
  - Training Division Lieutenant Moe had a print out of the breakdown of calls from the new Reporting System for the commissioners to review how easily the new program can give them vital information
  - Commissioner Graham liked how professional the report looks
  - Training Division Lieutenant Moe likes how easy the new system works
  - District Chief DeBruin likes that the new program keeps us compliant with the latest regulations
  
- Demo Saw (Demolition Saw)
  - Commissioner Graham suggested Hardware Sales as a possible place for purchasing a new saw
  - District Chief DeBruin will look into Hardware Sales for the purchase of the saw

- Land Loan for Property
  - District Chief DeBruin had Training Division Lieutenant Moe put up pictures of the land for sale, for discussion
  - Commissioner Bjornstad indicated he went out and looked at the property with District Chief DeBruin and Training Division Lieutenant Moe and thought the idea they had earlier of renting might not be viable from what he saw looking through the house - heating issues etc.
  - District Chief DeBruin discussed real estate prices
  - District Chief DeBruin suggested an offer be made on the property
  - Training Division Lieutenant Moe and District Chief DeBruin will set up separate times for Commissioner Graham and Moore, if interested, to view the property for sale
  
- Replacement of Vehicle
  - Training Division Lieutenant Moe indicated we can see spec sheets sometime in July
  - Commissioner Moore indicated we will wait until then and review again
  
- E91-02
  - Commissioner Moore asked about E91 -02
  - District Chief DeBruin indicated it's getting there, and pictures were shown of the progress

**Miscellaneous:**

- Commissioner Graham indicated at the conference he attended that they suggested a weekly update letter from the District Chief's and wanted to know if that is something District Chief DeBruin could start doing
- District Chief DeBruin indicated if the commissioners wanted he could start sending them an email updating them of district happenings
- Commissioner Moore thought these monthly meetings update them enough
- District Chief DeBruin assured the commissioners if any new events or happenings should arise he would keep them updated, just as he does now

**New EMS System:**

- District Chief DeBruin says we have to be more careful about equipment exchange so we don't lose our equipment. We may need to designate someone in charge for making sure we get our equipment back

**Resolutions:**

- Resolution 2014-02 (To change and acknowledge the set pay scale for district personnel)
  - Resolution 2014-02 was reviewed and a motion was made by Commissioner Bjornstad and seconded by Commissioner Moore
- Resolution 2014-03 (Ordering the cancellation of warrants over a year old)
  - Resolution 2014-03 reviewed and accepted by commissioners

**Fire Station Reports:**

- Station 1, Sumas Battalion Chief Jay Van Middendorp
  - Battalion Chief Van Middendorp indicated all is going well at Sumas
- Station 2, Kendall Battalion Chief Frank Cain Jr.
  - In Battalion Chief Cain Jr.'s absence, Training Division Lieutenant Moe indicated all is going well at Kendall
- Station 3, Welcome Battalion Chief Denise Christensen
  - In Battalion Chief Christensen absence it was indicated all is going well at Welcome
  - Commissioner Moore indicated that Welcome needed radio holders for their Tender
    - District Chief DeBruin will check into getting some for Welcome's Tender
  - Commissioner Moore asked District Chief DeBruin about replacement nozzles for hoses at Welcome Station
    - District Chief DeBruin says he will get the nozzles to Welcome Station

**Guest:**

- Commissioner Moore asked if there were any questions or comments from our guest Stephen Johnson
- Stephen Johnson said he has no real comment to make and he is happy to attend the meeting but was wondering about the districts 4th of July plan
  - Training Division Lieutenant Moe indicated it just depends, sometimes we get a high call volume and other years we have had a low volume of calls

**Good of the Order:**

- Training Division Lieutenant Moe indicated they have been doing more CPR classes
- Training Division Lieutenant Moe indicated will have a presence at some local events coming up
- Commissioner Graham presented a challenge for each commissioner to come up with the two most pressing challenges facing the district right now and where do you see the district in five years, then we can discuss it next month

Meeting adjourned at 8:20 PM. The next meeting will be at Kendall Station on July 8, 2014

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COMMISSIONER-CHAIR---Larry Moore

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COMMISSIONER---RobRoy Graham

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COMMISSIONER---Leonard Bjornstad

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DISTRICT ADMIN---Jo Olson