



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
May 10, 2016**

PRESENT: Commissioner Larry Moore, Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, 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, stake holder

Regular Meeting called to order at 5:00 PM at Kendall Fire Station

Items signed by the Commissioners:

- Regular meeting minutes read and approved
- Warrants in the amount of \$55,180.08
- Payroll in the amount of \$28,926.86
- Resolution 2016-02 (salary Increase for David Moe)
- Resolution 2016-03 (Assets Under 5K)
- Resolution 2016-04 (Assets Over 5K)
- Vouchers

Hand Outs:

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

Correspondence:

- Sumas Letter to WCFD14
- Peoples Bank Notice

Aprils' Treasurers Report:

714 Expense Fund

- Starting Balance \$77,259.35
- Tax Receipts \$227,648.25
- Misc. Receipts \$23,475.63
- Warrants \$47,718.78
- Ending Cash Balance \$280,664.45
- Investment Starting Balance \$167,081.33
- Pool Investment Interest \$111.60
- Total Cash & Investment Pool \$447,857.38

71410 Go Bond (Note: includes February and March)

- Prior Debt \$107,024.33
- Debt Paid \$752.94
- Debt Outstanding \$106,271.39

71420 Reserve Fund

- Prior Balance \$127,122.90
- Purchases & Pool Earnings \$84.91
- Ending Balance \$127,207.81

Bank of the Pacific Statement:

- Beginning Balance (04/01/2016) \$3,995.81
- Deposits/Misc. Credits 19 \$18,300.94
- Withdrawals/Misc. Credits 6 \$21,667.00
- Ending Balance (04/30/2016) \$629.75

Old Business:

Cell Tower:

- District Chief DeBruin indicated the Cell Tower will not be happening
- District Chief DeBruin said that they might try again in a few years

Training Division Lieutenant Moe's Schedule:

- Commissioner Moore asked Training Division Lieutenant Moe if he is now working his new schedule
- Training Division Lieutenant Moe said yes he is

Planning for Remodel/Addition:

- Commissioner Moore asked if anything new with the remodel/addition
- District Chief DeBruin indicated not really any new developments
- District Chief DeBruin spoke about codes for snow loads etc.

Peoples Bank Loan:

- District Chief DeBruin indicated that the process for extending the loan is still being worked on

Mini Pumper:

- Commissioner Moore asked if District Chief DeBruin was planning to look at purchasing a mini pumper
- District chief DeBruin indicated the popularity of the mini pumper makes it impossible to purchase them for a reasonable cost

City of Sumas:

- District Chief DeBruin indicated he has not heard anything new
- Discussion continued on next steps for getting this resolved
- Commissioner Moore asked what the next steps should be
- Commissioner Graham indicated he will reach out for legal advice

Battalion Chiefs Meeting:

Commissioner Graham asked if the Battalion Chiefs had time to meet and discuss shift work

New Business:

Resolutions:

- **Resolution 2016-02** (a resolution to change and acknowledge the set pay scale for district personnel)
 - Commissioner Moore made a motion to accept resolution 2016-02
 - Commissioner Graham seconded the motion
- **Resolution 2016-03** (a resolution for adopting policies & procedures for small and attractive items)
 - Commissioner Moore made a motion to accept resolution 2016-03
 - Commissioner Graham seconded the motion
- **Resolution 2016-04** (a resolution adopting policies and procedures for fixed assets)
 - Commissioner Moore made a motion to accept resolution 2016-04
 - Commissioner Graham seconded the motion

Training Division Lieutenant Moe:

Red Card Training:

- Training Division Lieutenant Moe indicated that this is now complete

Rope Rescue:

- Training Division Lieutenant Moe indicated the Rope Rescue class is scheduled for this coming weekend with Glacier

District Chief DeBruin:

Burn House:

- District Chief DeBruin indicated they are in the process of securing a house in Sumas for fire training purposes
- Discussion continued on the details of the training

New Aid Vehicle:

- District Chief DeBruin indicated the new aid vehicle should be here in August - a month earlier than they thought it would come

DNR (Department of Natural Resources)

- District Chief DeBruin indicated that going forward he plans on discussing procedures with DNR to ensure that the District and DNR have a clear understanding of what's expected in the event of working together on a fire

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp (absent)
 - In Battalion Chief Van Middendorp absence Training Division Lieutenant Moe indicated all is going well at Sumas
- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - Battalion Chief Cain Jr. said everything is lovely
 - Battalion Chief Cain Jr. indicated even though we have been getting a lot of calls, everything seems to be getting handled
- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen indicated all is going well at Welcome Station
 - Battalion Chief Christensen said their new volunteer is now off probation and a few others are getting close

GUESTS: Stephen Johnson

- Commissioner Moore asked if Stephen Johnson had anything he would like to discuss
- Stephen Johnson asked about the Sumas Mountain Fire
- Battalion Chief Cain Jr. indicated it may have been a rekindle of a previous legal burn in January

Good of the Order:

Glen Fire:

- Battalion Chief Christensen commented that Training Division Lieutenant Officer Moe and his crew did an excellent stop on the fire at the Glen

T92 (Tender 92):

- Training Division Lieutenant Officer Moe spoke about how great T92 was on fires
- Discussion continued on T92

Regular Meeting adjourned at 5:50 PM

The next regular meeting will be at Kendall Station on June 14, 2016 at 5:00 PM

COMMISSIONER-CHAIR---Larry Moore

COMMISSIONER---RobRoy Graham

COMMISSIONER---Leonard Bjornstad

DISTRICT ADMIN---Jo Olson