



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
May 14, 2013**

PRESENT: Commissioner RobRoy Graham and Commissioner Leonard (Shorty) Bjornstad, District Chief Jerry DeBruin, Training Division Lieutenant David Moe, Battalion Chief Joe Hemmerich, Dan Williamson and District Administrator Jo Olson

ABSENT: Commissioner Larry (Skip) Moore, Battalion Chiefs Frank Cain Jr., Jay VanMiddendorp

GUESTS:

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

Items signed by the Commissioners:

- Regular meeting minutes read and approved
- Three new hire forms
- Invoice Vouchers
- Retirement pension
- * Resolution for "Situations for the purchase of food and beverage" was accepted and signed by commissioner RobRoy Graham and Leonard (Shorty) Bjornstad

- Warrants in the amount of \$47,570.76
- Payroll in the amount of \$13,893.34

April's Treasurer's Report:

• Starting Balance:	\$110,709.53
• Tax Receipts	\$126,464.67
• Misc. Receipts	\$6,262.00
• Warrants	(\$41,299.70)
• Ending Cash Balance	\$202,136.50
• Investment Starting Balance	\$164,455.74
• Pool Investment Interest	\$50.57
• Total Cash & Investment Pool	\$366,642.81

Bank of the Pacific Statement:

Beginning Balance (4/01/2013)	\$175.00
Deposits/Misc Credits 13	\$6,470.01
Withdrawals/Misc Credits 4	\$2,440.00
Ending Balance (4/30/2013)	\$4,205.01

Correspondence:

- Correspondence reviewed by Commissioner RobRoy Graham and Commissioner Leonard (Shorty) Bjornstad

Other Items:

- Shell bill discussed:
 - Overdue charges discussed and how to handle until check is issued.
 - Consensus is to use the Valero card if fuel is needed for Welcome Station
- Power bill for Welcome
 - Slightly down but no real savings as expected for turning off water heater
 - Considered of a new gas water heater but the expense is too much at this time

Old Business:

- No old business

New Business:

- Discussed was the Mitigation Agreement Regarding Fire Protection and Emergency Response Service Capital Facility Charge between WCFPD14 and Glacier Mountain Land Company, LLC (Glacier Mountain Land Company and Mammoth Homes, Inc)
 - Commissioner RobRoy Graham indicated that copies were sent to Commissioner Larry (Skip) Moore, Commissioner Leonard (Shorty) Bjornstad as well as himself for review
 - Commissioner RobRoy Graham motions to accept this document dated 5/3/2013 as a working document for WCFPD14
 - Commissioner Leonard (Shorty) Bjornstad seconded the motion to accept
 - Next step is to contact attorney Seth Wilson at Chmelik Sitkin & Davis they will then contact Glacier Mountain and Mammoth Homes to have it signed and notarized and then filed
 - WCFPD14 then will issue them a letter of concurrency to start their project

- **Resolution for food and beverage presented and discussed:**
 - Motion was to accept resolution and signed by Commissioner RobRoy Graham and Commissioner Leonard (Shorty) Bjornstad

- **Applications received for District Administrator:**
 - Applications will be reviewed by the commissioners and interviewing will take place for the position scheduled to start on June 1, 2013

- **Reviewing Warrants, Invoices before meeting:**
 - Discussed was the ability to review materials before commissioners sign at meetings
 - Hopefully using Sage 50 (formally Peachtree) would help for reviewing
 - Sage 50 was discussed to be purchased and implemented for the new district administrator to set-up.
 - Many district are using Sage50 and that we would have resources for our start up when we implement it
 - Sage 50 has been tabled until new position is filled

Fire Station Reports:

Station 1, Sumas Battalion Chief Jay VanMiddendorp, absent so Jerry DeBruin filled in for him:

- Everything is going well with Sumas
- David indicated they are a wonderful help with calls during the day
- We have a new student observer which brings Sumas to two new observers

Station 2, Kendall Battalion Chief Frank Cain Jr. absent so Dan Williamson filled in for him:

- Aid vehicle brakes were done so its back in service
- Old Maple Falls Elementary school (1931-1999) Practice Burn and Pancake Breakfast, May 4, 2013
 - Received a thank you card from the Mount Baker Superintendent Charles Burleigh for the Maple falls practice burn, thanking the Mount Baker Lions Club and WCFD14 for a great job on the burn and breakfast
 - Feedback from the community on watching the firefighters in action was great

Station 3, Welcome Battalion Chief Joe Hemmerich:

- A93-02 down due to glow plug issue and cracked fitting in fuel line
 - Out of service for about a week but it is up and running again
- U-93 has glow plug issue as well, having the Zender's order a part
- Two volunteers are leaving the department

Training Division Lieutenant David Moe:

- David indicates all is going well
- He is busy updating the website it now has a new feature, a forum that allows access to training PowerPoint slides, etc.
- Dan and Jerry will submit pictures for David to add to website

District Chief Jerry DeBruin:

EMS Plan Proposal

- Jerry will be at a Special Chief meeting tomorrow on May 15, 2013 to discuss EMS plan proposal
 - Proposal would reduce units available in Bellingham
 - A letter is being drafted to the County Council and Executive Louws to address our concerns with this new proposal
 - There will be an East Count Meeting in June at that time they will want our confirmation, may need to schedule a special meeting before that. Jerry checking if Frank Cain Jr. still interested in attending meeting as the secretary
 - Jerry will keep everyone updated

FDCARES Program

- Discussed possibility of FDCARES (Fire Department-Community, Assistance, Referrals, & Education Services) and how that would work for WCFD14
 - Jerry DeBruin indicated it is something for our district to think about and explore

Discussed using Whatcom Occupational Health for firefighter physicals

- Firefighters happy with care given by Whatcom Occupational Health

American Express

- Discussed adding District Administrator to American Express as read only access

David attended a class for Bunker gear at Sandy Point (they had just received a grant for new bunker gear)

- Cleaning and care of bunker gear discussed
- Making sure bunker gear is washed and clean after every fire to reduce exposure to carcinogenic to firefighters and the public
- Front loader washers are recommended for the cleaning of bunker gear for best results and longevity of bunker gear
- Proposal to invest in a front loader set when replacement of current set is due
- Jerry and David checking cost of replacement machines
- Reduce exposure to sunlight when gear is being stored

Paradise Lakes Safe Kids Fair on June 1st 2013

- Jerry discussed taking new tender to the fair

Structure Fire

- The structure fire went well. We were on rescue call on Reese Hill when the call came in for the structure fire. It was an extensive structure fire.

Next DOT meeting is in early June at Kendall Station

Sumas Station

- More ropes for our vehicles

Brush 92

- Brush 92 going in for repairs - was not putting out the foam like it should

Repairs on 91-02

- Going well, we received our second bill for repairs
 - Older trucks still holding value so repairs are worth the cost

Meeting adjourned at 8:35 PM the next meeting will be at Kendall Station on June 11th

COMMISSIONER-CHAIR---Larry Moore

COMMISSIONER---RobRoy Graham

COMMISSIONER---Leonard Bjornstad

DISTRICT ADMIN---Jo Olson