

Whatcom County Fire District #5
Point Roberts Fire Department

2030 Benson Road, Suite A
Point Roberts, Washington, 98281

Special Meeting of the Board of Commissioners

October 12th, 2017

MINUTES

A. CALL TO ORDER

The meeting was called to order at 4:00 p.m. by Commissioner Meursing.

In Attendance: Commissioner William Meursing
Commissioner Shannon Tomsen
Commissioner Virginia Lester
Chief Christopher Carleton
Recording Secretary Linda Hughes

Absent: Financial Manager Patty Markel

Guests: Ed Lester Judson Meraw
Andrew Grubb Vic Riley
Bruno Moras Reye Newman
Margaret Moras John Shields
Donna Gillespie Tom Gillespie

B. PUBLIC COMMENT

Bruno Moras thanked Commissioner Tomsen for her service to the District.

C. BOARD ACTION

C.1 Approval of the Minutes of the Regular Meeting of September 12th, 2017

MOTION: Commissioner Tomsen moved to accept the Minutes of the Regular Meeting of September 12th, 2017 as presented. The motion was seconded by Commissioner Lester. **Motion passed 3-0.**

D. FINANCIAL MANAGER'S REPORT

D.1 Financial Report

As Financial Manager Markel is excused, Chief Carleton presented the financial report as submitted.

Commissioner Tomsen had a question about a high payment to Jacob Anderson. Chief confirmed that the member had filled in a lot of AEMT shifts this past month. Commissioner Lester had a question about the Deward and Bode expense. Chief Carleton explained that it was for the purchase of a washing machine for the regular laundry of the members.

An extractor is used to wash the gear to remove carcinogens and other dirt from bunker gear, and now the members have a separate machine to wash their clothing.

Commissioner Tomsen asked about the expense to Cam Clark Ford of just over \$4,000.00. Chief Carleton advised that unit 858, the red ambulance, was taken in for new tires, brakes, etc., but then shortly after that work was done, the unit needed to be towed back to Cam Clark Ford due to an inexplicable drop in oil pressure. The oil gauge was replaced, but the problems continued. Ultimately 858 was repaired, and the District was not additionally charged for the many attempts it took the mechanics to identify and rectify the oil pressure problem.

D.2 Approval of Fire District Vouchers

MOTION: Commissioner Lester moved to accept the Vouchers in the amount of \$23,509.34 for payment. The motion was seconded by Commissioner Tomsen. **Motion passed 3 – 0**

D.3 Approval of Fire District Payroll

MOTION: Commissioner Lester moved that the payroll in the amount of \$19,794.34 be approved for payment. The motion was seconded by Commissioner Tomsen. **Motion passed 3 – 0**

D.4 Budget Update

Chief Carleton read from Financial Manager Markel's report the budget update for 2017, as of September 30th, shows 31% remaining in the budget, trending about 1% over the 32.16% of the same period last year, even with the unexpected expense of the repairs to unit 858.

E. CORRESPONDENCE

Chief Carleton said there was no correspondence but that there are new thank you cards received by the District that will be shared next month.

F. CHIEF'S REPORT

Chief Carleton's Chief Officer Report was read and submitted, including:

- The Lifepak 15 regional, and the apparatus grant applications, have been denied. The Chief will continue to pursue grant application opportunities as the windows for application open.
- Full Burn Ban is now completely lifted.
- The plans for the Haunted House on October 28th are underway and should be another spooktacular event, perhaps the best to date. Scary maze, cupcakes and other refreshments for the whole family.

Chief Carleton reviewed the status of the vehicles and apparatus and stressed the importance of planning for the capital expenditure of a new fire engine soon, stating that he would continue his grant application efforts toward that goal in earnest. There was a lengthy discussion about the future capital need of the District to maintain our current ISO rating, and the need for safe and effective gear for the members.

Chief Carleton reported that this has been the busiest year on record for calls, at 213 to date for 2017.

G. UNFINISHED BUSINESS

None

H. NEW BUSINESS

None

I. CANDIDATES NIGHT

Commissioner Meursing said that he had attended the Candidates Meeting of October 2nd, hosted by the Point Roberts Registered Voters' Association, held at the Community Center. He said that there were candidates from the County, from Port of Bellingham, and that all candidates running for positions on the board of WCFD5 were in attendance as well. Commissioner Meursing said that his opponent for position #2 was Judson Meraw, and that at the Candidates Night, Mr. Meraw had announced his withdrawal from the race and his pledge of full support for the re-election of Commissioner Meursing to position #2. Commissioner Meursing thanked Mr. Meraw for the kind comments and for his support. He also said that he looked forward to working with Mr. Meraw as a member of CERT – Community Emergency Response Training.

Commissioner Meursing also mentioned that the weekly electronic All Point Bulletin had failed to report this important development in the weeks before this important election. Commissioner Meursing reported being dismayed at the lack of attention given to this by the local Publisher and feels that this District has done its very best to remain transparent and provide all relevant information to the local public. He commended Mr. Meraw for going out of his way to stand behind Commissioner Meursing, and felt that it was the media's responsibility to inform the public, saying further that he felt both he and Mr. Meraw should be treated with the respect this situation deserved and asked the representative of the paper to convey to the publisher that he should do what is morally right and report this important development.

Commissioner Tomsen commented that this is significant, as is the lack of reporting it.

Judson Meraw commented that community unity is a big idea, and may take time to grasp. He said that he felt a delayed response could be understood.

J. ADJOURNMENT

As there was no further business, Commissioner Tomsen moved to adjourn the meeting. Commissioner Lester seconded the motion. **Motion passed 3 – 0**

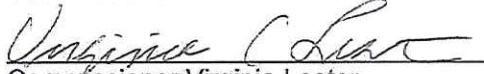
The next Regular Meeting of the Board of Commissioners will be November 8th, 2017, at 4:00 p.m, and a Budget Meeting is scheduled for Friday, October 27th at 4:00 pm.



Commissioner William Meursing



Commissioner Shannon Tomsen



Commissioner Virginia Lester

Dated

November 8, 2017

Attest:



Recording Secretary Linda Hughes

Whatcom County Fire District 5

Chief Officer Report

October

For September

Point Of Information

1. AFG Funding Update
2. Burn Ban OFF
3. Haunted House October 28

Apparatus

| | | | |
|-----|-----------|-------|-----------|
| E58 | No report | E5802 | No report |
| B58 | No report | U5802 | No report |
| A58 | Service | A5802 | No report |
| C58 | No report | | |

Member Roster

44 Members (23 Canadian / 12 Point Roberts / 9 County)

- 5 Paramedics
- 14 EMTs (8 AEMT)
- 3 Ambassadors
- 35 Firefighters

Volunteer Hours 2706

Volunteer Payroll 15684

Combined Chief Hours (Chief 174 /// Asst. Chief 122.5) Total Chief Hours = 296.5

Incidents

Total Calls (23)

EMS Calls (11)

| | | |
|--------------------|---------------------------|-------------------------------|
| <u>Transports:</u> | Saint Joseph Hospital (0) | Bellingham FD Medic (0) |
| | Airlift Northwest (0) | North Whatcom Fire Rescue (1) |
| | No Transport (7) | Ferndale FD Medic (2) |
| | Home Visit (0) | Other (1) |

Public Service (2) Smoke Alarm Installations

Agency Assist (0) Law Enforcement

Fire Classification (10) -- (1/5*) Outdoor Burns - permit/illegal*(0) Smoke invest. (1) False Alarms
(1) Vehicle Fire (1) Power Lines Down (0) Structure (0) Hazmat
(0) Water Problems (0) Boat (0) Animal Rescue (0) Chimney Fires
(0) Grass Fire (1) Gas Leak

FINANCIAL REPORT

October 12, 2017

**WHATCOM COUNTY
FIRE DISTRICT 5**

October warrants total \$23,509.34. The total for payroll is \$19,794.34 including Chief Carleton’s salary of \$5,000.00 and Assistant Chief Shield’s pay of \$2,833.34. There was one event for the commissioners and the secretary.

The total payout for volunteers (warrants included) is \$13,018.00.

The September financial statements are in your meeting books.

We need a motion to approve the warrants and payroll for October as presented.

Respectfully,

Patty Markel
Finance Manager

| 2017 Budget Remaining – 9/30/2017 | |
|--|---------|
| Legislative | 13.77 % |
| Administrative | 31.76 % |
| Suppression | 32.46 % |
| Suppression Training | 50.44 % |
| Maintenance | 43.61 % |
| Vol. FF EMS | 24.97 % |
| EMS Training | 60.98 % |
| | |
| Total Budget Remaining: | 31.30 % |
| | |
| 9/30/16 Budget Comparison: | 32.16% |
| | |

| Warrants – Items over \$1,000 ~ | |
|--|--------------|
| | |
| LN Curtis & Sons – FS Supplies | \$ 2,939.57 |
| | |
| ECMS – FS Gear Repair | \$ 1,585.77 |
| | |
| US Bancorp (Credit Card) | \$ 13,450.75 |
| <i>Includes:</i> | |
| Bergen & Company | \$ 1,381.58 |
| CAM Clark Ford | \$ 4,019.65 |
| Dewaard & Bode | \$ 1,163.08 |
| HotelsOne.Com | \$ 1,336.01 |