

Whatcom County Fire District #5
Point Roberts Fire Department

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

Regular Meeting of the Board of Commissioners

April 13th, 2011

MINUTES

A. CALL TO ORDER

The meeting was called to order at 7:02 p.m. by Chairman Gellatly.

In Attendance: Chairman David Gellatly
 Commissioner Susan Brownrigg
 Commissioner William Meursing
 Chief Christopher Carleton
 Financial Manager SuzAnne Kinsey
 Recording Secretary Michelle Starrs

Absent: None

Guests: Meg Olson – All Point Bulletin
 Fred DeHaan
 Captain John Shields

B. COMMENTS FROM THE PUBLIC

Fred DeHaan presented a request to reduce the Levy. The letter is on file with the Department.

C. BOARD ACTION

C.1 Approval of the Minutes of the Regular Meeting of March 9, 2011

MOTION: Commissioner Brownrigg moved to accept the Minutes of the Regular Meeting of March 9, 2011. The motion was seconded by Commissioner Meursing. **Motion passed 3 – 0.**

D. FINANCIAL MANAGER'S REPORT

D.1 Financial Report

Financial Manager Kinsey will e-mail the completed reports for March.

D.2 Approval of Fire District Vouchers

MOTION: Commissioner Brownrigg moved to accept the Vouchers for April, 2011 in the amount of \$12,719.39 be approved for payment. The motion was seconded by Commissioner Meursing. **Motion passed 3 – 0.**

D.3 Approval of Fire District Payroll

MOTION: Commissioner Brownrigg moved that the payroll in the amount of \$6,519.97 be approved for payment. The motion was seconded by Commissioner Meursing. **Motion passed 3 – 0.**

D.4 Hospital District Rent Increase

Financial Manager Kinsey will find out if there are any adjustments for an increase in rent. She will e-mail the Commissioners with the results.

E. CORRESPONDENCE

E.1 Card

A card of thank you and appreciation was received from Michelle Starrs. She spoke highly of Captain Shields and the value of a Volunteer Department like ours here in Point Roberts.

F. CHIEF'S REPORT

Chief Carleton provided an overview of the Chief Officer Report as attached.

G. UNFINISHED BUSINESS

G.1 Removal of Transport and Non Transport Fees

MOTION: Commissioner Gellatly moved for the removal of the \$125.00 Non Transport Fee. The fee for Transport will remain as per the policy in place by the District. The motion was seconded by Commissioner Meursing. **Motion passed 3 – 0.**

G.2 Mutual Aid Agreement with Delta Fire Department

The Mutual Aid Agreement with Delta Fire Department was resigned due to a change in the amount of money requested. The Agreement remains in effect for five years.

H. NEW BUSINESS

H.1 Portable Ponds

A discussion was held on the purchase of portable ponds. These would be necessary should there ever be a major catastrophe in Point Roberts where water was not available from hydrants.

J. ADJOURNMENT

As there was no further business, Chairman Gellatly adjourned the meeting at 7:42 p.m.

Chairman Gellatly

Commissioner Meursing

Commissioner Brownrigg

Dated _____

Attest: _____
Recording Secretary Michelle Starrs