

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

November 12th, 2014

MINUTES

A. CALL TO ORDER

The meeting was called to order at 4:02 p.m. by Commissioner Meursing.

In Attendance: Commissioner William Meursing
 Commissioner Stanley Riffle
 Commissioner Jeffery Wilmot
 Financial Manager SuzAnne Kinsey
 Chief Christopher Carleton
 Recording Secretary Michelle Starrs

Absent: Assistant Chief John Shields

Guests Pat Grubb – All Point Bulletin
 Jollena Tylor
 Pat Birchall
 Laura Birchall
 Jody Engles
 Shannon Tomson
 Marg Knowles – Ambassador Point Roberts Seniors

B. PUBLIC COMMENT

Jollena Tylor thanked Chief Carleton for the Remembrance Day ceremony that was held in the fire hall. It was extremely successful with 81 people in attendance.

Jollena submitted a letter and photos to the All Point Bulletin as nobody from the paper was in attendance at the ceremony. The letter and pictures will appear in the December issue of the paper.

C. BOARD ACTION

C.1 Approval of the Minutes of the Regular Meeting of October 8th, 2014

MOTION: Commissioner Riffle moved to accept the Minutes of the October 8th, 2014 meeting as read. The motion was seconded by Commissioner Wilmot.
Motion passed 3 – 0

D. FINANCIAL MANAGER'S REPORT

D.1 Financial Report

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

D.2 Approval of Fire District Vouchers

MOTION: Commissioner Riffle moved to accept the Vouchers for November, 2014 in the amount of \$24,685.90 be approved for payment. The motion was seconded by Commissioner Meursing. **Motion passed 3 – 0**

D.3 Approval of Fire District Payroll

MOTION: Commissioner Riffle moved that the payroll in the amount of \$15,077.67 be approved for payment. The motion was seconded by Commissioner Meursing. **Motion passed 3 – 0.**

D.4 Budget Update

None

E. CORRESPONDENCE

None

F. CHIEF'S REPORT

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

G. UNFINISHED BUSINESS

G.1

None

H. NEW BUSINESS

H.1 Resolution No. 2014-05 – Budget – With Increase

Not Needed

H.2 Resolution No. 2014-06 – Levy With Increase

Not needed.

H.3 Resolution No. 2014-07 – Budget - No Levy Increase

MOTION: Commissioner Wilmot moved to accept the 2015 Budget as written in Resolution No. 2014-07 with no increase to the levy. The motion was seconded by Commissioner Riffle. **Motion passed 3 – 0.**

H.4 Resolution No. 2014-08 – Deposit of Funds for Budget with No Increase

MOTION: Commissioner Wilmot moved to accept Resolution No. 2014-08 as written. This Resolution authorizes and directs the deposit of monies received from the collection of the 2015 tax levy. The motion was seconded by Commissioner Riffle. **Motion passed 3 – 0.**

I. ADJOURNMENT

As there was no further business, Commissioner Riffle moved to adjourn the meeting at 5:05 p.m.

The next Regular Meeting of the Board of Commissioners will be December 10th, 2014.

Commissioner William Meursing

Commissioner Stanley Riffle

Commissioner Jeffrey Wilmot

Dated _____

Attest: _____
Recording Secretary Michelle Starrs

WHATCOM COUNTY FIRE DISTRICT 5

Current month payables total \$24685.90 which includes a few items to point out:

Volunteer payouts that are included in warrants total \$5961.00. This reflects October activity.

Shell Oil \$1216, US Bancorp \$6906, Profire Emergency Equipment, two invoices totaling \$4608.

Payroll for November totals \$15,077.67. This represents 1 month salary for Chief Carleton in the amount of \$4166.67, one month's salary for Asst Chief Shields in the amount of \$2583.00. There was one meeting for three commissioners, and the secretary had one meeting. Volunteer payouts for October total \$7872 in payroll.

I have printed the financials for October and put in your paperwork.

We require motions to approve: Warrant request covering current month vouchers and current month payroll.

SuzAnne Kinsey, Financial Admn.

Whatcom County Fire District 5

Chief Officer Report

November 2014

For October 2014

Point Of Information

1. ESIP covering U5802.
2. Communication Issues Continue
3. Haunted House success
4. Call for Artists
5. Conducting a hiring process

Apparatus

E58	No report
E5802	No report
B58	No report
U5802	No report
A58	No report
A5802	No report
C58	No report

Member Roster

- 44 Members (33 Canadian / 7 Point Roberts / 4 County)
- 4 Paramedics
 - 15 EMTs (4 AEMT)
 - 3 Ambassadors
 - 36 Firefighters (4 Point Roberts)

Volunteer Hours 2791

Volunteer Payroll 15662

Combined Chief Hours (Chief 94.5 /// Asst. Chief 172) Total Chief Hours = 266.5

Incidents

Total Calls (8)

EMS Calls (3)

<u>Transports:</u>	Saint Joseph Hospital (0)	Whatcom Medic One (0)
	Airlift Northwest (1)	North Whatcom Fire Rescue (0)
	No Transport (2)	Ferndale Fire Department (0)

Public Service (0)

Agency Assist (1) Law Enforcement

Fire Classification (3) (2) Automatic Alarm / (1) Commercial Fire Alarm

Other (1)