

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

October 8th, 2014

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 Stanley Riffle
 Commissioner Jeffery Wilmot
 Financial Manager SuzAnne Kinsey
 Chief Christopher Carleton
 Recording Secretary Michelle Starrs

Absent: None

Guests: Assistant Chief John Shields
 Meg Olson – All Point Bulletin
 Jollena Tylor
 Rick Foreman
 Gina Fiorillo
 Pat Birchall
 Chris Lomedico

B. PUBLIC COMMENT

Chris Lomedico from the Point Roberts Library came and gave a presentation on all the available amenities of the library. She gave cards to everyone who didn't already have a library card and encouraged everyone to take advantage of the movies, CD's, books etc. She also thanked the fire department for all the help that was extended when her mother was ill and for participating in the children's story time at the library.

Rick Foreman commented on the Open House and how well it was organized. He felt the newspaper should have written more about it than they did.

C. BOARD ACTION

C.1 Approval of the Minutes of the Regular Meeting of September 10th, 2014

MOTION: Commissioner Wilmot moved to accept the Minutes of the September 10th, 2014 meeting as read. The motion was seconded by Commissioner Riffle.
Motion passed 3 – 0

D. FINANCIAL MANAGER'S REPORT

D.1 Financial Report

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

D.2 Approval of Fire District Vouchers

MOTION: Commissioner Riffle moved to accept the Vouchers for October, 2014 in the amount of \$16,027.42 be approved for payment. The motion was seconded by Commissioner Wilmot. **Motion passed 3 – 0**

D.3 Approval of Fire District Payroll

MOTION: Commissioner Riffle moved that the payroll in the amount of \$13,985.67 be approved for payment. The motion was seconded by Commissioner Wilmot. **Motion passed 3– 0.**

D.4 Budget Update

There was no discussion on the Budget.

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 Insurance for Volunteer Firemen

Nothing has been decided as yet regarding any insurance for the volunteer firemen. Tony Kelley is looking into Afleck which the volunteers would pay for themselves. This will be updated at the next meeting if information is available.

G.2 Fire Hall Roof

A discussion was held regarding the work that needs to be done to the roof of the fire hall.

MOTION: Commissioner Riffle moved to proceed with the roof repairs that were discussed at the meeting. The motion was seconded by Commissioner Wilmot.
Motion passed 3 – 0.

H. NEW BUSINESS

None

I. ADJOURNMENT

As there was no further business, Commissioner Riffle moved to adjourn the meeting at 4:39 p.m.

The next Regular Meeting of the Board of Commissioners will be November 12th, 2014.

Commissioner William Meursing

Commissioner Stanley Riffle

Commissioner Jeffrey Wilmot

Dated _____

Attest: _____
Recording Secretary Michelle Starrs

FINANCIAL REPORT
October 8, 2014

WHATCOM COUNTY FIRE DISTRICT 5

Current month payables total \$ 16027.42 which includes a couple of items to point out:

Volunteer payouts that are included in warrants total \$2658.00 This reflects September 2014 activity. Chief Carleton and I did a 2014 payroll audit thru July in September and found one issue of \$13.00 which is being corrected in this payroll.

There is a payment to Shell Oil for \$1069.00, a payment to US Bankcorp (our credit card) in the amount of \$ 7018.63. On the bill are three items of interest, a payment to Engel for \$1135.94 for a medical fridge, a payment to Life Assist for medical supplies in the amount of 1340.15 and a payment to Keiser Corp for a fitness bike for 1721.00.

Payroll for October totals \$13,985.67. 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, the secretary had one meeting. Volunteer payouts total \$6780.00 in payroll for a total payout of volunteers of \$9438.00.

Per my email to you yesterday, financials are not ready – the county is running late on reporting due to short staff. When they are done I will email them to you.

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

October 2014

For September 2014

Point Of Information

1. U5802 going into shop
2. Haunted House on October 25th 2-5pm

Apparatus

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

Member Roster

45 Members (32 Canadian / 7 Point Roberts / 7 County)

- 4 Paramedics
- 16 EMTs (4 AEMT)
- 3 Ambassadors
- 39 Firefighters (4 Point Roberts)

Volunteer Hours 2418

Volunteer Payroll 10945

Combined Chief Hours (Chief 150.5 /// Asst. Chief 132) Total Chief Hours = 282.5

Incidents

Total Calls (15)

EMS Calls (11)

<u>Transports:</u>	Saint Joseph Hospital (1)	Whatcom Medic One (0)
	Airlift Northwest (3)	North Whatcom Fire Rescue (2)
	No Transport (5)	Ferndale Fire Department (0)

Public Service (1) Welfare check

Agency Assist (0)

Fire Classification (2) Smoke investigations

Other (1) Wrong address