

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

December 10th, 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: None

Guests Assistant Chief John Shields
 Meg Olson – All Point Bulletin
 Jollena Tylor
 Christina Tersakian

B. PUBLIC COMMENT

C. BOARD ACTION

C.1 Approval of the Minutes of the Regular Meeting of November 12th, 2014

MOTION: Commissioner Riffle moved to accept the Minutes of the November 12th, 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 distributed the completed reports for October.

D.2 Approval of Fire District Vouchers

MOTION: Commissioner Riffle moved to accept the Vouchers for December, 2014 in the amount of \$18,035.77 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 \$12,553.09 be approved for payment. The motion was seconded by Commissioner Wilmot. **Motion passed 3– 0.**

D.4 Budget Update

None

E. CORRESPONDENCE

An e-mail was received regarding the Remembrance Day Ceremony.

An e-mail was received asking if the department has the right to drive emergency vehicles through Canada with sirens turned on.

Chief Carleton sent an e-mail to the writer and never received a reply.

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 Lease for the Hospital District

The lease for the Hospital District expires May 1st, 2015. Chief Carleton will review the old lease and make any required changes for the 2015 year. The lease will be presented for discussion at the February 11th, 2015 meeting.

I. ADJOURNMENT

As there was no further business, Commissioner Riffle moved to adjourn the meeting at 4:45 p.m.

The next Regular Meeting of the Board of Commissioners will be January 14th, 2015.

Commissioner William Meursing

Commissioner Stanley Riffle

Commissioner Jeffrey Wilmot

Dated _____

Attest: _____
Recording Secretary Michelle Starrs

WHATCOM COUNTY FIRE DISTRICT 5

Current month payables total \$ 18035.77 which includes a couple of items to point out:

Volunteer payouts that are included in warrants total \$7233.00 This reflects November 2014 activity. There is a payment to US Bank Corp for 1237.71, payment to Bergen & Co. for \$1254.40, Global Chemicals \$1208.74 and Emergency Reporting for \$2237.27.

Payroll for December totals \$12553.09. 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 plus clerical hours. Volunteer payouts total \$5173 in payroll for a total payout of volunteers of \$12406.00.

Financial statements are done and on your desk.

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
December 2014
For November 2014

Point Of Information

1. AFG Applications have been placed
2. Roof replacement underway
3. Theft incident
4. Station Security

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 2561

Volunteer Payroll 9369

Combined Chief Hours (Chief 112.5 /// Asst. Chief 136.5) Total Chief Hours = 249

Incidents

Total Calls (18)

EMS Calls (8)

<u>Transports:</u>	Saint Joseph Hospital (0)	Whatcom Medic One (1)
	Airlift Northwest (0)	North Whatcom Fire Rescue (0)
	No Transport (3)	Ferndale Fire Department (4)

Public Service (0)

Agency Assist (0)

Fire Classification (10) (4) Automatic Alarm / (1) Electrical / (4) Smoke invest. / (1) Ditch Fire

Other (0)