

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

August 12th, 2015

MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:00 p.m. by Commissioner Meursing.

In Attendance: Commissioner William Meursing
 Commissioner Stanley Riffle
 Commissioner Jeffery Wilmot
 Chief Christopher Carleton
 Financial Manager Patty Markel
 Recording Secretary Linda Hughes

Guests: Margaret Knowles
 Jollena Tylor
 Jeannette Meursing
 Diane Thomas
 Virginia Lester
 Ed Lester
 Judson Meraw
 Dwayne Hunt
 Steven Duncan
 Mary Duncan
 Sidney Duncan
 Mary Carleton
 Richard Carleton
 Michelle Hunget
 Pamela Saulnier
 Asst. Chief John Shields

B. PUBLIC COMMENT

Virginia Lester commented that Chief Carleton's presentation to PREP earlier this month was very well prepared, thoughtful, informative and just great.

C. BOARD ACTION

C.1 Approval of the Minutes of the Regular Meeting of July 8th, 2015

MOTION: Commissioner Riffle moved to accept the Minutes of the July 8th, 2015 meeting as read. The motion was seconded by Commissioner Meursing. Commissioner Wilmot abstained as he was not in attendance on July 8th. **Motion passed 2-0.**

D. FINANCIAL MANAGER'S REPORT

D.1 Financial Report

Financial Manager Markel provided an overview of her report.

D.2 Approval of Fire District Vouchers

MOTION: Commissioner Riffle moved to accept the Vouchers for July, 2015 in the amount of \$30,138.72 for payment. The motion was seconded by Commissioner Meursing. Commissioner Wilmot abstained. **Motion passed 2 – 0**

D.3 Approval of Fire District Payroll

MOTION: Commissioner Riffle moved that the payroll in the amount of \$16,606.67 be approved for payment. The motion was seconded by Commissioner Meursing. Commissioner Wilmot abstained. **Motion passed 2 – 0**

D.5 Budget Update

Financial Manager Markel provided a budget update, stating that as of July 31, 2015 there was 47½% of the budget remaining, indicating that the District is right on target to complete the year.

E. CORRESPONDENCE

A card of thanks was received from a patient who received care from WCFD5.

A letter was received from Virginia Lester, thanking the Chief for his presentation to PREP.

F. CHIEF'S REPORT

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

The Chief reminded homeowners to contact their insurance companies to seek potential savings related to the ISO rating change from 6 to 5, stating that the average savings he has heard of is over \$100.00.

Chief Carleton also reminded everyone to attend the Open House, this Saturday, August 15.

Chief Carleton indicated that he will be attending a conference in Atlanta at the end of the month, taking part in a number of courses and conference activities.

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

None.

I. ADJOURNMENT

As there was no further business, Commissioner Riffle moved to adjourn the meeting at 3:16 p.m. Commissioner Meursing seconded the motion. **Motion passed 3 – 0.**

The next Regular Meeting of the Board of Commissioners will be September 9th, 2015.



Commissioner William Meursing



Commissioner Stanley Riffle



Commissioner Jeffrey Wilmot

Dated September 9, 2015

Attest: 

Recording Secretary Linda Hughes

FINANCIAL REPORT
August 12, 2015

WHATCOM COUNTY
FIRE DISTRICT 5

Warrants total \$30,138.72; Items to mention (over \$1,000): US Bancorp (credit card) \$10,140.68, Shell \$1,209.83, Municipal Emergency Services \$1,424.06, LN Curtis & Sons \$1,487.09, NW Communication \$2,056.60 and National Hose Testing \$2,090.00. Volunteer payroll included in Warrants total \$ 5,877.00.

Payroll totals \$16,606.67; Chief Carleton's salary \$4,166.67, Asst Chief Shield's pay \$2,667.00; there was one events for each commissioner and the secretary. The volunteer portion totaled \$ 8,357.00.

The total payout for volunteers (warrants included) \$14,234.00.

Your July financial statements are in your meeting book.

We need a motion to approve the warrants for \$30,138.72 and payroll in the amount of \$16,606.67.

Respectfully,

Patty Markel
Financial Administrator

Whatcom County Fire District 5

Chief Officer Report

August 2015

For July 2015

Point Of Information

1. Home owners should call their insurance company due to ISO change
2. First link installed for Communications
3. Open House this Saturday
4. B58 going in for tires and full service in September

Apparatus

E58	No report
E5802	No report
B58	No report
U5802	Tires/Ball Joints/Control arm bushings replaced
A58	No report
A5802	No report
C58	Replaced stripes/Fixed emergency lights

Member Roster

- 49 Members (36 Canadian / 8 Point Roberts / 5 County)
- 4 Paramedics
 - 14 EMTs (5 AEMT)
 - 3 Ambassadors
 - 40 Firefighters

Volunteer Hours 3433

Volunteer Payroll 15092

Combined Chief Hours (Chief 107.5 /// Asst. Chief 152.0) Total Chief Hours = 259.5

Incidents

Total Calls (38)

EMS Calls (20)

<u>Transports:</u>	Saint Joseph Hospital (3)	Bellingham FD Medic (0)
	Airlift Northwest (0)	North Whatcom Fire Rescue (0)
	No Transport (16)	Ferndale FD Medic (1)
	Home Visit (0)	

Public Service (0)

Agency Assist (1)

Fire Classification (16) -- (8) Outdoor Burns (6) Smoke invest. (2) False Alarms

Other (1) Wrong Address
