

***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**

**May 20<sup>th</sup>, 2013**

**MINUTES**

**A. CALL TO ORDER**

The meeting was called to order at 10:00 a.m. by Commissioner Meursing.

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

Absent:                                Commissioner Jeffery Wilmot

Guests:                                Ryan Pavitt

**B. MOTION TO APPROVE OUTSIDE PAYROLL SERVICE**

Whatcom County Finance Manager, Brad Bennett has informed Fire District #5 that it will no longer be able to provide us with payroll service. This is due to firefighters covered by LEOFF retirement system and working for a FICA exempt district. If one of these firefighters works for or volunteers at another district and is subject to FICA, processing payment for the wages subject to FICA cause serious system errors in our their payroll system.

**MOTION:** Commissioner Riffle moved to approve the outside use of a Payroll Service. Starting June 1<sup>st</sup>, 2013 Whatcom County Fire District #5 will use Paychex as their payroll service. The motion was seconded by Commissioner Meursing. **Motion passed 2 – 0.**

**C. ADJOURNMENT**

As there was no further business, Commissioner Riffle moved to adjourn the meeting at 10:20 a.m. The motion was seconded by Commissioner Meursing.

The next Regular Meeting of the Board of Commissioners will be June 12<sup>th</sup>, 2013.

\_\_\_\_\_  
Commissioner William Meursing

\_\_\_\_\_  
Commissioner Stanley Riffle

Dated \_\_\_\_\_

Attest: \_\_\_\_\_  
Recording Secretary Michelle Starrs