

***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**

**February 8<sup>th</sup>, 2012**

**MINUTES**

**A. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Commissioner Gellatly.

In Attendance:                    Commissioner David Gellatly  
    Commissioner William Meursing  
    Financial Manager SuzAnne Kinsey  
    Recording Secretary Michelle Starrs

Absent:                              Chief Nick Kiniski

Guests:                             Ed Demezzi  
    Rich Richardson  
    Davea Fisher  
    Paul Gott  
    Captain John Shields  
    Ben Lazarus  
    Jeff Wilmot

**B. COMMENTS FROM THE PUBLIC**

Paul Gott

**C. BOARD ACTION**

C.1      Approval of Minutes for the Regular Meeting of January 11<sup>th</sup>, 2012

**MOTION:** Commissioner Meursing moved to accept the Minutes of the January 11<sup>th</sup>, 2012 meeting as read. The motion was seconded by Commissioner Gellatly. **Motion passed 2 -0.**

## **D. FINANCIAL MANAGER'S REPORT**

### D.1 Financial Report

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

### D.2 Approval of Fire District Vouchers

**MOTION:** Commissioner Meursing moved to accept the Vouchers for February, 2012 in the amount of \$16,224.38 be approved for payment. The motion was seconded by Commissioner Gellatly. **Motion passed 2 – 0.**

### D.3 Approval of Fire District Payroll

**MOTION:** Commissioner Meursing moved that the payroll in the amount of \$9,377.50 be approved for payment. The motion was seconded by Commissioner Gellatly. **Motion passed 2 – 0.**

## **E. CORRESPONDENCE**

### E.1 Six Letters of Application for Commissioner Position 1

Letters from - Rich Richardson  
Jeff Wilmot  
Stan Riffle  
Ben Lazarus  
Davea Fisher  
Ed Demezzi

## **F. CHIEF'S REPORT**

The Chief Officer Report is attached.

## **G. UNFINISHED BUSINESS**

### G.1 Emergency Border Crossing

The Emergency Border Crossing has been tabled to the March 14<sup>th</sup>, 2012 meeting.

## H. NEW BUSINESS

Commissioner Gellatly called an Executive Session for 15 minutes. This was to discuss the Letters of Application for the Position 1 Commissioner vacancy. The session began at 7:15 p.m. and was to end at 7:30 p.m.

The Meeting resumed at 7:30 p.m.

**MOTION:** Commissioner Meursing moved to appoint Stan Riffle to the Commissioner Position 1 vacancy that was created due to the resignation of Commissioner Susan Brownrigg. Stan Riffle will fill the position term which runs until the end of 2015 or the next election, whichever comes first. He will be assuming the position at the March 14<sup>th</sup>, 2012 meeting. The motion was seconded by Commissioner Gellatly. **Motion passed 2 – 0.**

## J. ADJOURNMENT

As there was no further business, Commissioner Gellatly adjourned the meeting at 7:33 p.m.

The next Regular Meeting of the Board of Commissioners will be March 14<sup>th</sup>, 2012.

\_\_\_\_\_  
Chairman Gellatly

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

Dated \_\_\_\_\_

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