

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 9th, 2011

MINUTES

A. CALL TO ORDER

The meeting was called to order at 7:02 p.m. by Chairman Gellatly.

In Attendance: Chairman David Gellatly
 Commissioner Susan Brownrigg
 Chief Christopher Carleton
 Financial Manager SuzAnne Kinsey
 Recording Secretary Michelle Starrs

Absent: Commissioner William Meursing

Guests: Meg Olson – All Point Bulletin
 Paul Gott

B. COMMENTS FROM THE PUBLIC

Paul Gott asked to have two items added to the Agenda. The first was for a Facebook Account and the second was regarding the Hose Testing Costs.

C. BOARD ACTION

C.1 Approval of Minutes for the Special Meeting of January 11th, 2011

The Minutes for the Special Meeting of January 11, 2011 have been tabled until the Meeting of March 9, 2011 due to Commissioner Meursing's absence.

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 Brownrigg moved to accept the Vouchers for February, 2011 in the amount of \$13,323.85 be approved for payment. The motion was seconded by Commissioner Gellatly. **Motion passed 2 – 0.**

D.3 Approval of Fire District Payroll

MOTION: Commissioner Brownrigg moved that the payroll in the amount of \$14,097.75 be approved for payment. The motion was seconded by Commissioner Gellatly. **Motion passed 2 – 0.**

D.4 Professional Services Agreement with Systems Design for 2011

The Professional Services Agreement with Systems Design for 2011 has been tabled to the March 9, 2011 meeting.

D.5 Document Disposition Request from Systems Design

The Document Disposition Request from Systems Design was tabled to the March 9, 2011 meeting.

D.6 Verification of Elected Officials – Terms of Office for Whatcom County

The Verification of Elected Officials – Terms of Office for Whatcom County has been tabled to the March 9, 2011 meeting.

D.7 New Validation Figures for Elections

The New Validation Figures for Elections are for information purposes only.

E. CORRESPONDENCE

E.1 Letter from Mr. Paul Gott

Mr. Gott's letter is a response to a request-for-records letter that he received from district counsel Mr. Brian Snure, Esq. The letter was set aside and not read at the meeting.

F. CHIEF'S REPORT

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

G. UNFINISHED BUSINESS

G.1

None

H. NEW BUSINESS

H.1 Facebook Account

The Facebook Account is not the District's account. It was set up by the Volunteer Fire Fighters Association and has nothing to do with the District.

A new website is currently being designed and will be up and running by March 31, 2011. This account will have notifications of meetings, Minutes of the meetings and any additional information the District feels will be necessary for public information.

H.2 Hose Testing Costs

The District hires a national hose testing company to test all the hoses for the District. Hose testing requires a great deal of time and a testing company will supply certification that each hose complies with regulations. This takes all the liability off the District.

J. ADJOURNMENT

As there was no further business, Chairman Gellatly adjourned the meeting at 7:37 p.m.

Chairman Gellatly

Commissioner Brownrigg

Dated _____

Attest: _____
Recording Secretary Michelle Starrs