

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

July 13 2011

MINUTES

A. CALL TO ORDER

The meeting was called to order at 7:04 p.m. by Chairman Gellatly.

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

Absent: Commissioner Susan Brownrigg

Guests: Pat Grubb

B. COMMENTS FROM THE PUBLIC

C. BOARD ACTION

C.1 Approval of the Minutes of the Regular Meeting of June 8, 2011

MOTION: Commissioner Meursing moved to accept the Minutes of the Regular Meeting of June 8, 2011. 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 June.

D.2 Approval of Fire District Vouchers

MOTION: Commissioner Meursing moved to accept the Vouchers for July, 2011 in the amount of \$39,712.59 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 to approve the payroll in the amount of \$7,299.95. The motion was seconded by Commissioner Gellatly. **Motion passed 2 – 0.**

D.3 Cancellation of Warrant

MOTION: Commissioner Meursing moved to approve the Cancellation of Warrant No. 284265 in the amount of \$95.98. This was a payroll check for Commissioner Meursing and the County has asked for another void on this Warrant so they may reissue another check. The motion was seconded by Commissioner Gellatly. **Motion passed 2 – 0.**

E. CORRESPONDENCE

E.1 Request for Public Information

Fred DeHaan has put in a Request for Public Information to review payroll records for the past six months. Chief Carleton will meet with him to present the requested information.

F. CHIEF'S REPORT

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

G. UNFINISHED BUSINESS

G.1 Floors

The floors in the truck bays are still an issue. Nothing has been finalized to date.

H. NEW BUSINESS

H.1 Resolution 2011-07

MOTION: Commissioner Meursing moved to accept Resolution 2011-07. This is a Resolution to declare surplus certain Equipment owned by the District that is not and will not be needed for District purposes. The motion was seconded by Commissioner Gellatly. **Motion passed 2 – 0.**

H.2 EMT Training Contract

There are currently two new recruits interested in EMT Training and contracts will need to be signed when all the details have been finalized.

I. ADJOURNMENT

As there was no further business, Chairman Gellatly adjourned the meeting at 7:36 p.m.

The next meeting of the Board of Commissioners will be held on Wednesday, September 14th, 2011

Chairman David Gellatly

Commissioner William Meursing

Dated _____

Attest: _____
Recording Secretary Michelle Starrs