

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

January 14th, 2015

MINUTES

A. CALL TO ORDER

The meeting was called to order at 4:00 p.m. by Commissioner Meursing.

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

Absent: Assistant Chief John Shields

Guests: Meg Olson – All Point Bulletin
Jollena Tylor
Josh Martin
Shannon Tomsen
Judy Ross
Fadi Samaha

B. ELECTION OF OFFICERS

B. 1 Election of Officers for 2015

The Election of Officers for 2015 has changed over last year.

MOTION: Commissioner Riffle moved to have Commissioner Meursing remain as Chairman. The motion was seconded by Commissioner Wilmot.

MOTION: Commissioner Wilmot moved to have Commissioner Riffle as Vice Chairman. The motion was seconded by Commissioner Meursing. **Motion passed 3 – 0.**

B.2 Appointment of SuzAnne Kinsey as Financial Manager for 2015

MOTION: Commissioner Meursing moved to appoint SuzAnne Kinsey as the Financial Manager for the year 2015. The motion was seconded by Commissioner Riffle. **Motion passed 3 – 0.**

C. BOARD ACTION

C.1 Approval of the Minutes for the Regular Meeting of December 10th, 2014

MOTION: Commissioner Riffle moved to accept the Minutes of the December 10th, 2014 meeting as read. The motion was seconded by Commissioner Wilmot. **Motion passed 3 – 0.**

D. FINANCIAL MANAGER'S REPORT

D.1 Financial Report

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

D. 2 Approval of Fire District Vouchers

MOTION: Commissioner Riffle moved to accept the Vouchers for January, 2015, in the amount of \$7,339.39 be approved for payment. The Vouchers remaining for the Year End 2014 in the amount of \$31,791.21 were also approved. The motion was seconded by Commissioner Wilmot. **Motion passed 3 – 0.**

D.3 Approval of Fire District Payroll

MOTION: Commissioner Riffle moved that the payroll in the amount of \$15,153.67 be approved for payment. The motion was seconded by Commissioner Wilmot. **Motion passed 3– 0.**

E. CORRESPONDENCE

Letter of Resignation from Secretary Starrs.

E-mails concerning the high tides on Maple Beach were discussed.

F CHIEF'S REPORT

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

G. UNFINISHED BUSINESS

None

H. NEW BUSINESS

None


I. ADJOURNMENT

As there was no further business, Commissioner Riffle moved to adjourn the meeting at 5:13 p.m. Commissioner Wilmot seconded the motion. **Motion passed 3 – 0.**


The next Regular Meeting of the Board of Commissioners will be February 11th, 2015.



Commissioner William Meursing



Commissioner Stanley Riffle



Commissioner Jeffrey Wilmot

Dated February 11, 2015

Attest: 

Recording Secretary Michelle Starrs

WHATCOM COUNTY FIRE DISTRICT 5

We have an additional set of approvals for this month. We have warrants that we are deeming 2014 expenses and will be put in the 2014 books both in the county and in our financials. Then we have warrants for 2015.

The payables for 2014 Year end total \$31791.21 which includes a couple of items to point out: US Bancorp (our credit card) for \$10,489, Emergency Equipment \$3500, Puget Sound \$1161, Gear Grid \$1900 and Life Tek \$2476.

2015 Warrants total \$7339.39.

Volunteer payouts that are included in 2014 warrants total \$7401.00 This reflects December 2014 activity. There are no payouts in the 2015 warrants.

Payroll for December totals \$15,153.67. This represents 1 month salary for Chief Carleton in the amount of \$4166.67, one month's salary for Asst Chief Shields in the amount of \$2583.00. There was one meeting for three commissioners, the secretary had one meeting. Volunteer payouts total \$7948 in payroll for a total payout of volunteers of \$15349.00. The volunteer payouts in payroll are 2014 activity however I can not apply those payouts to 2014 – payroll is always in the month it is paid.

Financial statements will not be out till the end of the month.

We require motions to approve: Warrant request covering 2014 YE warrants as well as current month vouchers and current month payroll.

SuzAnne Kinsey, Financial Admn.

Whatcom County Fire District 5

Chief Officer Report

January 2015

For December 2014

Point Of Information

1. Roof replacement
2. Station Security
3. U5802 repaired
4. Preplans Developed
5. Radio/Paging

Apparatus

E58	Inverter
E5802	No report
B58	No report
U5802	No report
A58	No report
A5802	No report
C58	No report

Member Roster

44 Members (31 Canadian / 7 Point Roberts / 3 County)

- 4 Paramedics
- 15 EMTs (4 AEMT)
- 3 Ambassadors
- 36 Firefighters

Volunteer Hours 2505

Volunteer Payroll 13910

Combined Chief Hours (Chief 118 /// Asst. Chief 154.5) Total Chief Hours = 272.5

Incidents

Total Calls (14)

EMS Calls (10)

<u>Transports:</u>	Saint Joseph Hospital (3)	Whatcom Medic One (1)
	Airlift Northwest (0)	North Whatcom Fire Rescue (0)
	No Transport (3)	Ferndale Fire Department (2)

Public Service (0)

Agency Assist (1) EMS - Assist Law Enforcement with patient decontamination

Fire Classification (4) (1) Structure / (3) Smoke invest.

Other (0)