

***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**

**November 9<sup>th</sup>, 2011**

**MINUTES**

**A. CALL TO ORDER**

The meeting was called to order at 7:03 p.m. by Chairman Gellatly.

In Attendance:                      Chairman David Gellatly  
   Commissioner Susan Brownrigg  
   Commissioner William Meursing  
   Chief Nick Kiniski  
   Financial Manager SuzAnne Kinsey  
   Recording Secretary Michelle Starrs

Absent:                                  None

Guests:                                Meg Olson

**B. COMMENTS FROM THE PUBLIC**

**C. BOARD ACTION**

C.1    Approval of the Minutes of the Regular Meeting of July 13, 2011

**MOTION:** Commissioner Meursing moved to accept the Minutes of the Regular Meeting of July 13, 2011. The motion was seconded by Commissioner Gellatly.  
**Motion passed 2 – 0.**

C.2 Approval of the Minutes of the Regular Meeting of September 14, 2011

**MOTION:** Commissioner Brownrigg moved to accept the Minutes of the Regular Meeting of September 14, 2011. The motion was seconded by Commissioner Meursing. **Motion passed 2 – 0.**

C.3 Approval of the Minutes of the Regular Meeting of October 12, 2011

**MOTION:** Commissioner Brownrigg moved to accept the Minutes of the Regular Meeting of October 12, 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 October.

D.2 Approval of Fire District Vouchers

**MOTION:** Commissioner Brownrigg moved to accept the Vouchers for November, 2011 in the amount of \$14,245.60 be approved for payment. The motion was seconded by Commissioner Meursing. **Motion passed 3 – 0.**

D.3 Approval of Fire District Payroll

**MOTION:** Commissioner Brownrigg moved to approve the payroll in the amount of \$26,310.75. The motion was seconded by Commissioner Meursing. **Motion passed 3 – 0.**

**E. CORRESPONDENCE**

E.1 None

**F. CHIEF'S REPORT**

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

**G. UNFINISHED BUSINESS**

G.1 None

## H. NEW BUSINESS

### H.1 Resolution 2011-08 - A Resolution to Declare Goods Surplus

**MOTION:** Commissioner Meursing moved to accept Resolution 2011-08. This is a Resolution determining that certain equipment owned by the District is not and will not be needed for District purposes and declares the Board's intention to surplus the equipment. The motion was seconded by Commissioner Brownrigg.  
**Motion passed 3 – 0.**

## J. ADJOURNMENT

As there was no further business, Chairman Gellatly adjourned the meeting at 7:13 p.m.

The next Meeting of the Board of Commissioners will a Special Meeting on Tuesday, November 15, 2011 at 12:00 p.m. at the Fire Hall.

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

\_\_\_\_\_  
Commissioner Susan Brownrigg

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

Dated \_\_\_\_\_

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