

***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**

**September 14<sup>th</sup>, 2011**

**MINUTES**

**A. CALL TO ORDER**

The meeting was called to order at 7:02 p.m. by Commissioner Meursing.

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

Absent:                                Chairman David Gellatly

Guests:                                None

**B. COMMENTS FROM THE PUBLIC**

**C. BOARD ACTION**

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

The Minutes of the Regular Meeting of July 13, 2011 have been tabled until the meeting of October 12, 2011.

**C.2    Approval of the Minutes of the Regular Meeting of August 10, 2011**

The Minutes of the Regular Meeting of August 10, 2011 have been tabled until the meeting of October 12, 2011.

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

### D.1 Financial Report

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

### D.2 Approval of Fire District Vouchers

**MOTION:** Commissioner Brownrigg moved to accept the Vouchers for September, 2011 in the amount of \$17,197.98 be approved for payment. The motion was seconded by Commissioner Meursing. **Motion passed 2 – 0.**

### D.3 Approval of Fire District Payroll

**MOTION:** Commissioner Brownrigg moved to approve the payroll in the amount of \$5,509.00. The motion was seconded by Commissioner Meursing. **Motion passed 2 – 0.**

## **E. CORRESPONDENCE**

### E.1 None

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

Chief Kiniski provided an overview of the Chief Officer Report.

## **G. UNFINISHED BUSINESS**

### G.1 None

## **H. NEW BUSINESS**

### H.1 None

## **J. ADJOURNMENT**

As there was no further business, Commissioner Meursing adjourned the meeting at 7:32 p.m.

The next meeting of the Board of Commissioners will be Wednesday, October 12<sup>th</sup>, 2011.

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

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

Dated \_\_\_\_\_

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