

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 10th, 2024

MINUTES

In Attendance: Commissioner Virginia Lester
Commissioner Norm Katz
Commissioner Pat Harper
Chief Christopher Carleton
Financial Manager Markel
District Secretary Linda Hughes

Guests: Assistant Chief Shields
All Point Bulletin, P. Grubb

A. CALL TO ORDER

The meeting was called to order at 4:07 by Commissioner Lester, after resolution of some technical issues which delayed the start of the meeting.

B. PUBLIC COMMENT

None at this time.

C. BOARD ACTION

C.1 Approval of Minutes

MOTION: Commissioner Harper moved to approve the Minutes of the Regular Meeting of June 12th, 2024 as presented. The motion was seconded by Commissioner Lester
Motion passed 3 – 0

D. FINANCIAL MANAGER'S REPORT

D.1 Financial Report

Financial Manager Markel presented the financial report as submitted.

D.2 Approval of the Fire District Vouchers

MOTION: Commissioner Harper moved to approve the Vouchers in the amount of \$38,976.25 for payment. The motion was seconded by Commissioner Katz. **Motion passed 3 – 0**

D.3 Approval of Fire District Payroll

MOTION: Commissioner Harper moved that payroll in the amount of \$23,252.95 be approved for payment. The motion was seconded by Commissioner Katz. **Motion passed 3 – 0**

D.4 Budget Update

Financial Manager Markel's financial report indicates that 56.83% of the budget remained at the end of June compared with the June 2023 amount remaining of 57.32%.

Chief would like to review some of the expenses, starting with the \$6,351.33 to Pape Kenworth for brake repair on E5803. \$11,032.00 to Thrive is for firefighting training for 2 members. Also, the expense to Hotel.com is for Chief's accommodation to attend a course in Dallas, and the expense to SA Fishing Do is for wide brim hats for members.

E. CORRESPONDENCE

Chief reports no correspondence.

F. CHIEF'S REPORT

Chief Carleton submitted and reviewed his report for the month of June, 2024.

Chief reported that the Welcome Home program now has two drivers. Six patients have been transported home so far, and one more is scheduled for pickup tomorrow. One lesson learned so far is that we need to development better communication with the hospital on contacting us when a patient is expected to be released, to shorten waiting times.

Chief announced the annual Open House event to be held on August 24th, between 11:00 am and 3:00 pm.

The status of the two AFG grant applications for radios and an ambulance is not yet known, but Chief hopes to have heard by the end of July or August.

The District currently has 51 members, but only two firefighters live in Point Roberts, Chief and Assistant Chief.

Total calls for the month were 50.

G. UNFINISHED BUSINESS

Chief reports that parking lot surface spot repairs are scheduled for early August, repairs that should last a couple of years.

H. NEW BUSINESS

Commissioner Harper asked Chief if he had any information on the proposed campground.

Chief advised that he toured the site with Lorne Nielson. He added that County Code will dictate the parameters and safety provisions. He added that he has heard from some members of the public their traffic concerns, but Chief's concerns are restricted to the ability of the first responders to attention to emergencies.


Chief reported that the air conditioning in the meeting room required servicing because of the age of the unit, and added that he may consider changing the system over to the same mini-splits as were installed upstairs and also in the clinic portion of the building.

Chief added that while Point Roberts continues to experience a summer heat wave, that he would be opening the meeting room and kitchen up to the public as a "cooling zone." Well-behaved household pets will be welcome to join their family in the cooling zone.

I. ADJOURNMENT

As there was no further business, Commissioner Harper moved to adjourn the meeting at 4:41 pm. Commissioner Lester seconded the motion. **Motion passed 3 – 0.**

The next Regular Meeting of the Board of Commissioners will be August 14th, 2024, at 4:00 pm.



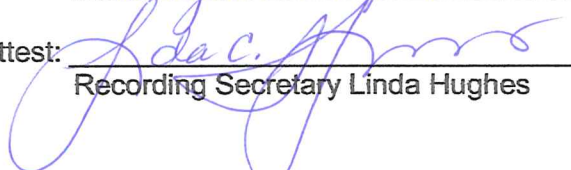
Commissioner Virginia Lester



Commissioner Norm Katz

Commissioner Pat Harper

Dated August 14 / 24

Attest: 

Recording Secretary Linda Hughes