

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
December 11th, 2024

MINUTES

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

Guests: Assistant Chief Shields
Bill Zidel
Rhiannon Allen
Yeagers
Sydney Morris
All Point Bulletin, Pat Grubb

A. CALL TO ORDER

The meeting was called to order at 4:14 pm by Commissioner Lester.

B. PUBLIC COMMENT

None at this time.

C. BOARD ACTION

C.1 Approval of Minutes

MOTION: Commissioner Katz moved to approve the Minutes of the Regular Meeting of November 13th, 2024 as presented. The motion was **SECONDED** by Commissioner

Lester. **MOTION PASSED:** 2-0. Commissioner Harper abstained as he was absent from that meeting.

D. FINANCIAL MANAGER'S REPORT

D.1 Financial Report

Financial Manager Markel presented the financial report as submitted.

Chief Carleton reviewed in detail the expenses over \$1,000 as itemized on Financial Manager Markel's report.

D.2 Approval of the Fire District Vouchers

MOTION: Commissioner Katz moved to approve the Vouchers in the amount of \$166,309.99 for payment. The motion was seconded by Commissioner Harper. **Motion passed 3 – 0**

D.3 Approval of Fire District Payroll

MOTION: Commissioner Katz moved that payroll in the amount of \$16,923.95 be approved for payment. The motion was seconded by Commissioner Harper. **Motion passed 3 – 0**

D.4 Budget Update

Financial Manager Markel reported that 15.09% of the budget remained at the end of November, compared with the November 2023 amount remaining of 9.35%.

D.5 Resolution 2024-04

Financial Manager Markel reported that there are three warrants outstanding for longer than a year, payable to a member, totaling \$204.84. She is seeking a resolution to cancel them.

MOTION: Commissioner Katz moved to approve Resolution 2024-04 cancelling three warrants outstanding for longer than a year, accompanied by Exhibit A itemizing them. The motion was seconded by Commissioner Harper. **Motion passed 3 – 0**

E. CORRESPONDENCE

Chief Carleton reported no new correspondence at this time.

F. CHIEF'S REPORT

Chief Carleton's presented his report for the month of November, 2024.

Chief Carleton confirmed his submission of two new AFG grant applications, one for a replacement fire engine in an amount of over \$900,000.00 and another grant for education for over \$70,000.00.

Chief's reported that his vehicle's electrical problems have continued, and has therefore been placed with the Chevy repair shop to review the issue again. Resolution has been elusive, and now the mechanics recommend replacing another of the main computer systems in the vehicle at a cost of approximately \$2,700.00. Chief advised that the mechanics hope this will solve the problems but cannot guarantee it will.

Commissioner Lester asked the Chief if he was willing to continue to pursue repair solutions on the vehicle and he responded that he did want to keep trying if that was the instructions of the Commissioners. After discussion it was agreed to instruct Chevy to try replacement of the suspect computer.

Chief reported that there are currently 48 members in the District, 12 of whom are from Point Roberts.

Volunteer hours in the month of November was 2,742.5. There were 44 calls.

G. UNFINISHED BUSINESS

Chief reported that the new ambulance is still being outfitted with equipment and decals and may not be ready for community dedication on January 1st, but he still hoped it would be ready for dedication sometime in the month of January, 2025.

H. NEW BUSINESS

H.1. Chief vehicle replacement

As this matter was discussed and resolved earlier in the meeting, there was nothing further to add at this time.

I. ADJOURNMENT

As there was no further business, Commissioner Harper moved to adjourn the meeting at 4:34 pm. Commissioner Katz seconded the motion. **Motion passed 3 – 0.**


The next Regular Meeting of the Board of Commissioners will be January 8th, 2025, at 4:00 pm.



Commissioner Virginia Lester

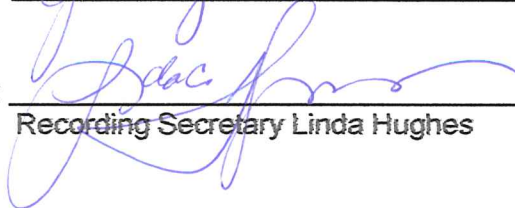


Commissioner Norm Katz



Commissioner Pat Harper

Dated January 8, 2025

Attest: 

Recording Secretary Linda Hughes