

**Whatcom County Fire District #4
via Zoom Meeting
4142 Britton Loop, Bellingham, WA 98226
12:00 p.m.
March 18, 2024
Regular Board of Fire Commissioners Meeting**

CALL TO ORDER

Chairman Cooley called the regular Whatcom County Fire District #4 Board of Fire Commissioners meeting for March 18, 2024, to order at 12:01 p.m.

ROLL CALL

Attendees: Chairman Steve Cooley; Vice-Chairman Tim Johnson; Fire Commissioner Mark Lann; Fire Chief Jason Van der Veen.

With the rescission of Proclamation 20-28, the district continues to do its best to provide accommodations to the public. A direct link allowing the public to participate in the meeting during the public comment section was included on the meeting agenda and posted on the District's website.

PUBLIC COMMENT

None

APPROVAL OF CONSENT AGENDA

1. Meeting Minutes
 - a) February 13, 2024 – regular
2. Staff Reports – Chief / Operations / Training / Technical Support
3. Financial Report
 - a) Total Revenue – February \$61,200.15
 - b) Total Expenditures – March \$935.50
4. Voucher / Payroll / Benefits
 - a) Monthly Expenditure Payroll Voucher: \$483.00
 - b) Monthly Expenditure Voucher: \$452.50

MOTION: Commissioner Lann moved to approve the Consent Agenda as presented. The motion was seconded by Vice-Chairman Johnson and approved 3-0.

UNFINISHED BUSINESS

Levy Lid Clarification: Vice-Chairman Johnson had requested clarification during the last meeting regarding a discrepancy between the projected amount approved in the 2024 budget during the December 2023 meeting and the final levy amount.

Chief Van der Veen provided information regarding the discrepancy between the anticipated revenue noted in the approved 2024 Budget and the final revenue provided by the County. He

noted that he had inadvertently combined the preliminary EMS and Fire rate tax revenue, making the anticipated revenue seem higher. Chief Van der Veen stated that the correct numbers were submitted to the County.

The clerical error will not affect the anticipated upcoming capital projects, including the Britton Loop Station update or engine purchase.

EMS Final Rate: Chief Van der Veen provided information regarding the final 2023 EMS levy amount utilized for the 2024 taxes. The one submitted in November was based on projections. The final assessed valuation is \$3,161,498,967. The new levy rate amount for EMS is \$0.13.

Whatcom County Council Resolution 2023-054 Protest:

Chief Van der Veen attended the Whatcom County Fire Commissioners Association Meeting on Wednesday, March 13, to review the protest letter recommendation regarding the Whatcom County Council Resolution 2023-054. Also in attendance was newly elected County Councilperson Mark Stremmer. Councilperson Stremmer stated that he supports fire districts and believes one unified letter with representative signatures will have more impact. The Whatcom County Board of Fire Commissioners Association voted to draft a protest letter that will be sent on behalf of all the area fire districts.

Chairman Cooley will ask to review the letter and provide feedback before the final copy is sent.

NEW BUSINESS

05.14 Purchasing Policy Introduction: Chief Van der Veen introduced the updated purchasing policy that will replace the current 2006 policy. The District's Attorney, Eric Quinn, has reviewed the policy, which mirrors the District 21 policy.

The Board will have thirty days to review the policy before it is discussed and potentially approved during the April meeting.

Vice-Chairman Johnson pointed out some minor errors that will be corrected.

The district has a small works roster, but it has been difficult to maintain due to the staffing shortage. The district hopes to dismantle its small works roster and join the MRSC Roster, which connects businesses with public agencies in Washington State. Attorney Eric Quinn is presently working on a dissolution letter.

CORRESPONDENCE

- Snure Seminar re: Procurement law webinar (April 19)
- From Tracy Cooper, Realty Specialist, HDR re: Murray-Custer No. 1 Insulator Replacement Project
- Draft Letter to D4 Households re: Levy lid lift funds information
 - The Board reviewed the draft letter and questioned how the information would be best disseminated (format, cost, and timeframe). Chairman Cooley will investigate and report back to the Board.

ANNOUNCEMENTS

- **April Board Meeting Attendance Query:** All Commissioners present, with the expectation of Commissioner Lann, are expected to attend the April 15 meeting via Zoom. Commissioner Lann plans to attend via Zoom if possible

AGENDA ITEMS FOR NEXT MEETING

- 05.14 Purchasing Policy
- Whatcom County Council Resolution 2023-054 Protest
- Small Works Roster Termination Update
- Draft Constituent Letter

ADJOURNMENT

MOTION: There being no further business, Chairman Cooley moved to adjourn the meeting at 12:38 p.m. The motion was seconded by Commissioner Lann and approved 3-0.

Respectfully Submitted by:

Jennie Sand, Board Secretary

ATTEST:

Steve Cooley, Chairman

Tim Johnson, Vice-Chairman

Mark Lann, Commissioner

Jason Van der Veen, Fire Chief