

**Whatcom County Fire District #4
via Zoom Meeting
4142 Britton Loop, Bellingham, WA 98226
12:00 p.m.
April 15, 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 April 15, 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) March 18, 2024 – regular
2. Staff Reports – Chief / Operations / Training / Technical Support
3. Financial Report
 - a) Total Revenue – March \$175,466.18
 - b) Total Expenditures – April \$699,917.00
4. Voucher / Payroll / Benefits
 - a) Monthly Expenditure Payroll Voucher: \$483.00
 - b) Monthly Expenditure Voucher: \$699,434.00

Chairman Cooley noted that he did not attend the Whatcom County Council meeting with Chief Van der Veen on March 13, as noted in the March minutes. The March meeting minutes will be corrected.

The Board congratulated Chief Van der Veen on being selected to participate on the What-Comm Admin Board.

Chairman Cooley noted that since the district has not yet begun collecting tax revenue for 2024, monies were taken out of reserves to cover the first quarter contract for services

payment to District 21. Once taxes are collected, the money will be returned to the revenue fund.

MOTION: Chairman Cooley moved to approve the Consent Agenda with the noted corrections to the March 18 Board minutes. The motion was seconded by Vice-Chairman Johnson and approved 3-0.

UNFINISHED BUSINESS

Whatcom County Council Resolution 2023-054 Protest: The Whatcom County Fire Commissioners Association Executive Board sent a letter to the Whatcom County Council requesting they repeal the resolution. The Whatcom County Council motion to repeal Resolution 2023-054 failed. No other progress was made.

Chief Van der Veen will provide the Board with the pertinent emails and audio of the Whatcom County Fire Commissioner’s meeting when the protest letter was discussed. A copy of the letter will be disseminated and added to the next Board Meeting for review.

Chairman Cooley plans to attend the Whatcom County Fire Commissioner Association meetings more regularly in the future.

05.14 Purchasing Policy: Chairman Cooley requested that this agenda item be tabled until the May meeting so he can meet with Chief Van der Veen to review the policy in more detail. A summary will be provided at the May meeting.

The Board concurred.

Small Works Roster Termination Update: Chief Van der Veen stated he had no update at this time.

Draft Constituent Letter: Chairman Cooley reported that the draft community letter would be distributed in the format previously discussed since no additional savings were identified. It is anticipated that the letter will be sent out in May.

The letter is intended to clearly communicate how the additional levy revenue will be spent and where it will be saved until utilized.

NEW BUSINESS

Britton Rd/Northern Heights Annexation: Although the Bellingham City Council accepted the petition to annex Northern Heights, it only involves moving forward with a study to review its impacts on water, sewer, public works, police, and fire. The district plans to participate, along with the City’s department heads, in reporting on the annexation impacts to their entities.

There has been no discussion regarding annexing the Tweed Twenty area if the Northern Heights annexation is approved.

Chief Van der Veen has also met with Bellingham Fire Chief Bill Hewitt to discuss potential impacts on various fire districts.

Chief Van der Veen will provide Chairman Cooley with a point of contact in the City Planning Department. Chairman Cooley plans to request information outlining the annexation process, including when the district will be sought to provide input.

Due to the potential financial impacts, the Board noted that the District 21 Board should also be kept in the loop.

CORRESPONDENCE

ANNOUNCEMENTS

- **May Board Meeting Attendance Query:** All Commissioners present are expected to attend the May 13 meeting via Zoom. Vice-Chairman Johnson will be out of town and expects to participate via phone.

AGENDA ITEMS FOR NEXT MEETING

- Whatcom County Council Resolution 2023-054 Protest Letter
- 05.14 Purchasing Policy
- Small Works Roster Termination Update
- Britton Rd/Northern Heights Annexation

ADJOURNMENT

MOTION: There being no further business, Chairman Cooley moved to adjourn the meeting at 12:33 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