

**Whatcom County Fire District #4
via Zoom Meeting
12:00 p.m.
March 14, 2022
Regular Board of Fire Commissioners Meeting**

CALL TO ORDER

Vice-Chairman Cooley called the regular Whatcom County Fire District #4 Board of Fire Commissioners meeting for March 14, 2022, to order at 12:01 p.m. via Zoom Meeting.

ROLL CALL

Attendees: Chairman Mark Lann, Vice-Chairman Steve Cooley, Fire Chief Jason Van der Veen.

PUBLIC COMMENT

No public comment. Due to Governor Inslee's Proclamation 20-28, District 4 was prohibited from providing a location for the public to attend this meeting.

Chief Van der Veen noted that Proclamation 20-28, issued on January 19, 2021, remains in effect until the covid state of emergency is lifted or until the Proclamation is amended or rescinded.

APPROVAL OF CONSENT AGENDA

1. Meeting Minutes
 - a) February 14, 2022 – regular
2. Staff Reports – Chief / Operations / Training / Technical Support
3. Financial Report
 - a) Expense Fund Revenue – February 32,158.90
 - b) Total Expenditures – March \$6,171.74
4. Voucher / Payroll / Benefits
 - a) Monthly Expenditure Payroll Voucher: \$512.00
 - b) Monthly Expenditure Voucher: \$259.74
 - c) Monthly Expenditure Voucher 2nd set: \$5,400.00

MOTION: Chairman Lann moved to approve the Consent Agenda as presented.
The motion was seconded by Vice-Chairman Cooley and approved 2-0.

UNFINISHED BUSINESS

Interim Fire Commissioner: Vice-Chairman Cooley recently had conversations with three potential candidates. None of them have decided to move forward in the process. Vice-Chairman Cooley will continue to investigate and reach out to suitable candidates. Both commissioners were recently made aware of a potential candidate who provided a letter of interest along with other documentation to the admin staff.

Chief Van der Veen has reached out to a couple of District 4 citizens who were not interested.

Chief Van der Veen reminded the Board that an interim fire commissioner will need to be appointed by March 31, 2022. A special meeting may need to be held for interviews, and then the Board could deliberate in an executive session prior to making a decision.

Regional Fire Authority / Merger: Prior to moving forward with official RFA discussions, a District 4 interim fire commissioner will need to be appointed. A workgroup has been formed consisting of Chief Van der Veen, Consultant Karen Reed, District 21 Chairman Ansell, and District 4 Vice-Chairman Cooley. The group had taken a step back to review all options available. The decision was made that an RFA was the most beneficial to both districts and their constituents; however, at this time, they will focus on providing improved public outreach.

Britton Loop Station 12 Maintenance: Chief Van der Veen provided information regarding Britton Loop Station 12. The district has received two bids on painting, including siding and fascia replacement/repair. Since there is a considerable difference between the quotes, the district will wait on a third bid before making a decision.

Smith Rd. Station 13: Chief Van der Veen noted that discussions with the Department of Natural Resources (DNR) regarding leasing Station 13 continue to move forward with the hope of having them occupy the station sometime in the spring.

NEW BUSINESS

Resolution 2022-02 Surplus Equipment: Vice-Chairman Cooley read the resolution being considered for approval. Chief Van der Veen provided information on the five pieces of apparatus being considered for surplus.

- 2008 Ford F250: older pickup with a long history of engine issues that are quite expensive to maintain.
- 1986 Ford F-12/C8000 Fire Engine: only seats two and is not compliant with current safety standards.
- 2006 Ford F350 Ambulance: engine has a long history of issues.
- 1999 Ford Windstar; not utilized in the fleet and has some emission control issues.
- 2002 Ford Ambulance: not utilized, not even as a back-up.

Chief Van der Veen suggested that the Board surplus the items which would allow them to be auctioned or sold to a needy fire organization south of the border. A letter was included in the correspondence from Baja Bridges expressing a need for equipment at fire stations in Mexico.

MOTION: Chairman Lann moved to approve Resolution 2022-02 Surplus Equipment as presented. The motion was seconded by Vice-Chairman Cooley and approved 2-0.

Board Action Request 2022-01: 2021 Budget Amendment: Chief Van der Veen provided information regarding the proposed budget amendment.

Vice-Chairman Cooley explained that the reason for an amendment was to match the budget to what was actually spent.

The 2021 General Expense Fund Budget would be increased from \$2,037,498.71 to \$2,331,692.64; the Reserve Fund would be increased from \$0.00 to \$119,270.00 (transfer out), and the GO Bond Fund would be increased from \$0.00 to \$274,876.58 (transfer out).

MOTION: Vice-Chairman Cooley moved to approve the Board Action Request 2022-01, 2021 Budget Amendment as presented. The motion was seconded by Chairman Lann and approved 2-0.

CORRESPONDENCE

- From Baja Bridges re: Need for equipment

ANNOUNCEMENT

- **April Board Meeting Attendance Query:** Both Commissioners are expected to attend the April 18 meeting via Zoom Meeting.
- **Public Disclosure Commission (PDC) Filing Deadline:** April 15, 2022

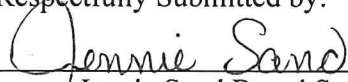
AGENDA ITEMS FOR NEXT MEETING

- Interim Fire Commissioner
- RFA / Merger Update
- Britton Loop Station 12 Maintenance
- Smith Rd. Station 13

ADJOURNMENT

MOTION: There being no further business Chairman Lann moved to adjourn the meeting at 12:27 p.m. The motion was seconded by Vice-Chairman Cooley and approved 2-0.

Respectfully Submitted by:

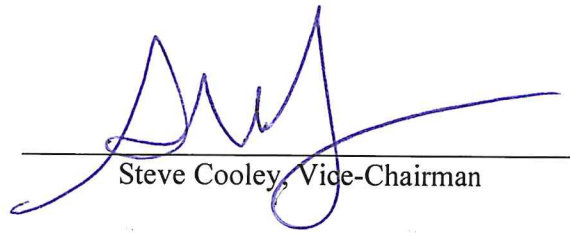


Jennie Sand Board Secretary

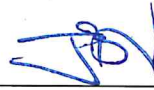
ATTEST:

A handwritten signature in blue ink, appearing to be 'Mark Lann', written over a horizontal line.

Mark Lann, Chairman

A handwritten signature in blue ink, appearing to be 'Steve Cooley', written over a horizontal line.

Steve Cooley, Vice-Chairman

A handwritten signature in blue ink, appearing to be 'Jason Van der Veen', written over a horizontal line.

Jason Van der Veen, Fire Chief