

**Whatcom County Fire District No. 11**  
**Board of Fire Commissioners**  
**3809 Legoe Bay Road, Lummi Island, WA. 98262**  
**January 12, 2010**

**CALL TO ORDER:** Commissioner Wendell Terry at 3809 Legoe Bay Road, Lummi Island, WA. 98262 called the Regular Meeting for January 12, 2010 to order, at 7:00 p.m.

**PRESENT:** In attendance were Commissioner Wendell Terry, Commissioner Ed Scott, Chief Duncan McLane, and Board Secretary Tammi Lynch. Commissioner Robert Busch was absent, attending the Whatcom County Council Meeting.

**GUEST:** Firefighter Larry Roteman.

**Motion:** Commissioner Scott made motion, "To appoint Commissioner Wendell Terry as Chairman." Seconded by Commissioner Terry, AND PASSED 2-0.

**PUBLIC COMMENT:** None.

**APPROVAL OF MINUTES:**

Minutes for the Public Hearing of the Board of Commissioners on December 8, 2009 were approved as submitted by Chairman Wendell Terry.

Minutes for the Regular Board of Commissioners Meeting on December 8, 2009 were approved as submitted by Chairman Wendell Terry.

**PAYROLL:**

**Motion:** Commissioner Scott made motion, "To approve the payroll for January 2010 (December 2009 hours)." Seconded by Commissioner Terry, AND PASSED 2-0.

**BLANKET VOUCHERS:**

The Board of Commissioners, at 3809 Legoe Bay Road, Lummi Island, Wa. 98262, reviewed the regular Blanket vouchers approval documents for Year End 2009 and January 2010 expenses for approval of payments, on January 12, 2010 and approved. "Vouchers audited and certified by RCW 42.24.080, and those expenses, reimbursement claims certified as required by RCW 42.24.090, have been made available to the Board."

**Motion:** Commissioner Scott made motion, "To approve the vouchers for Year End 2009, and approve for payment those vouchers included in the list in the amount of \$3,341.18." Motion seconded by Commissioner Terry, AND PASSED 2-0.

**Motion:** Commissioner Scott made motion, "To approve the vouchers for January 2010, and approve for payment those vouchers included in the list in the amount of \$8,943.42." Motion seconded by Commissioner Terry, AND PASSED 2-0.

**FINANCIAL/SECRETARY REPORTS:**

No Report given. Financials have not been received from the Courthouse yet.

**COMMUNICATIONS:** None.

**CHIEF'S REPORT:** Attached.

**UNFINISHED BUSINESS:**

Ambulance Update: The Module is built, and going to paint this week.

Ferry Issue Update: Requested Chief McLane to outline the Ferry Issues effect on Fire and EMS Operations.

**NEW BUSINESS:**

Credit Card Policy: Due to the time period of receiving warrants from the courthouse verses Key Bank's statement and due dates, a Credit Card Policy was presented for approval. This would allow for resolution each year of blanket approval of the Key Bank expenditures. In the resolution will be named the Fire Chief and the Secretary to be authorized to approve the expenditures before the Commissioners meeting, and have those vouchers ratified at the meeting. By doing this, this allow enough time to receive back the warrants from the courthouse, and make the payment in a timelier manner to avoid the late fees and finance charges. Chief McLane spoke to the State Auditor's Office, and this is what was recommended.

**Motion:** Commissioner Scott made motion, "To approve the Credit Card Policy as presented." Motion seconded by Commissioner Terry, AND PASSED 2-0.

State Board of Volunteer Firefighters: In regards to the issue of State BVFF being integrated with the State Board of Retirement Systems, the Board of Commissioners are opposed.

**Motion:** Commissioner Scott made motion, "To have Secretary Lynch write a letter to our State Governor and State Representatives voicing our

**opposition to this issue.” Motion seconded by Commissioner Terry, AND PASSED 2-0.**

Saturday Seminar: This year’s Snure Saturday Seminar for New and Experienced Fire Commissioners, Chiefs, and Secretaries is being held on March 27 in Ocean Shores. Everyone is interested in attending.

New Computer: Chief McLane is ready to purchase the new computer for the MSO office. However, to purchase it, it will require the payment to be done by credit card. Because the purchase is over \$750.00, as per the Credit Card Policy, prior approval from the Board of Commissioners is required.

**Motion: Commissioner Scott made motion, “To approve the purchase of the new computer on the District Credit Card.” Motion seconded by Commissioner Terry, AND PASSED 2-0.**

**Resolutions:**

Resolution 2010-194 Key Bank Credit Card Payment


**Motion: Commissioner Scott made motion, “To Resolution 2010-194 regarding the Key Bank Credit Card Payments.” Motion seconded by Commissioner Terry, AND PASSED 2-0.**

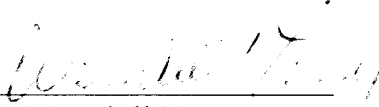
**GOOD OF THE ORDER:** None.

**SIGNING OF THE DOCUMENTS:**

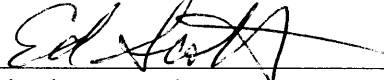
**Motion: There being no other business to come before the Board of Commissioners, Commissioner Scott moved and Commissioner Terry seconded, to adjourn the meeting, AND PASSED 3-0.**

The meeting was adjourned at 8:13 p.m.

  
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Tammi Lynch,  
Board Secretary

By:   
\_\_\_\_\_  
Chairman Wendell Terry

By:   
\_\_\_\_\_  
Commissioner Robert Busch

By:   
\_\_\_\_\_  
Commissioner Ed Scott

Approved at the Whatcom County Fire District # 11 Board of Commissioner Meeting on February 10, 2010.