

**Whatcom County Fire District No. 11**  
**Board of Fire Commissioners**  
**3809 Legoe Bay Road, Lummi Island, WA. 98262**  
**December 12th, 2017**

**CALL TO ORDER:** Chairman Ed Scott at 3809 Legoe Bay Road, Lummi Island, WA 98262 called the Regular Meeting for December 12th, 2017 to order, at 7:00 p.m.

**PRESENT:** In attendance were Commissioner Bill Lee, Commissioner Ed Scott, Commissioner Wendell Terry, Chief Duncan McLane and Board Secretary Lisa Lish.

**GUEST:** Firefighter Rep Bob Auld and Steve Kopanos.

**PUBLIC COMMENT:** None.

**APPROVAL OF MINUTES:** Minutes for the Regular Board of Commissioners Meeting on November 14th, 2017 were approved as submitted by Chairman Ed Scott. Minutes for the 2017 Budget Planning Workshop Meeting on November 21st, 2017 were approved as submitted by Chairman Ed Scott.

**CHIEF'S REPORT:** Chief Duncan McLane gave the chief's report.

**PAYROLL:**

**Motion:** Commissioner Bill Lee made motion, "To approve the payroll for December 2017 (Hourly employees, Battalion Shifts for November 2017 Hours; and current month December 2017 for Contracted Employees) in the amount of \$12,480.19." Seconded by Commissioner Wendell Terry, AND PASSED 3-0.

**BLANKET VOUCHERS:**

The Board of Commissioners, at 3809 Legoe Bay Road, Lummi Island, WA 98262, reviewed the regular Blanket vouchers approval documents for December 2017 Expenses for approval of payments, on December 12th, 2017 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 Bill Lee made motion, "To approve the CC vouchers for December 2017 Vouchers #171201001, and approve for payment those CC vouchers included in the list in the amount of \$679.54" Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

**Motion:** Commissioner Bill Lee made motion, "To approve the vouchers for December 2017 vouchers #171202001-171202023, and approve for payment those vouchers included in the list in the amount of \$10,821.90" Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

**FINANCIAL/SECRETARY REPORTS:** Secretary Lish gave the October 2017 Financial Report.

**COMMUNICATIONS:** The District received its letter of Representation, Exit Document and Draft Report from the Washington State Auditor's Office. Copies were provided, Commissioners also received the information via email.

**UNFINISHED BUSINESS:** District Policy Manual Chapter 3,4, & 5

**Motion:** Commissioner Bill Lee made motion, "To approve policy manual chapters 3,4, and 5 with minor corrects and/or can still be made." Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

2018 Budget:

**Motion:** Commissioner Bill Lee made motion, "To approve the 2018 Budget as presented." Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

**NEW BUSINESS:** Interlocal Agreement for Response Emergency Medical Services between Whatcom County and Whatcom County Fire Protection District No, 11

**Motion:** Commissioner Wendell Terry made motion, "To enter into the Interlocal Agreement for First Response Emergency Medical Services with Whatcom County." Motion seconded by Commissioner Bill Lee, AND PASSED 3-0.

**RESOLUTIONS:**

Resolution 2017-244 Increase of Real Property Tax Levy (1% Increase)

**Motion:** Commissioner Bill Lee made motion, "To approve Resolution 2017-244 regarding the tax levy and include a percentage increase of 1% from the previous year." Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

Resolution 2017-245 Increase of Emergency Medical Tax Levy (1% Increase)

**Motion:** Commissioner Bill Lee made motion, "To approve Resolution 2017-245 regarding the tax levy for Emergency Medical Services and


include a percentage increase of 1% from the previous year.” Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.

**GOOD OF THE ORDER:** None.


**SIGNING OF THE DOCUMENTS:**

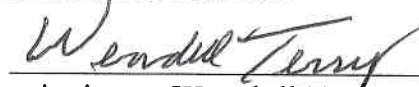
**Motion:** There being no other business to come before the Board of Commissioners, Commissioner Bill Lee moved and Commissioner Wendell Terry seconded, to adjourn the meeting, AND PASSED 3-0.

The meeting was adjourned at 7:58p.m.

  
Lisa Lish,  
Board Secretary

By:   
Chairman Ed Scott

By:   
Commissioner Bill Lee

By:   
Commissioner Wendell Terry

Approved at the Whatcom County Fire District # 11 Board of Commissioners Meeting on January 9th, 2018.