



# ENUMCLAW FIRE DEPARTMENT

## BOARD OF FIRE COMMISSIONERS

### REGULAR MEETING MINUTES

### WEDNESDAY, MAY 15, 2019 – 6:00PM

### ENUMCLAW CITY HALL COUNCIL CHAMBERS

*Fire District Commissioner Meetings are wheelchair accessible. If other accommodations are required, please call the Fire District Office Manager at 360-825-5544 five (5) days preceding the meeting so arrangements can be made.*

#### 1. CALL TO ORDER

- Called to order at 6:00pm by Commissioner Trachte.

#### 2. FLAG SALUTE

- Led by Commissioner Fisher.

#### 3. ATTENDANCE

- Amy Trachte-Commissioner, Jim Zoll-Commissioner, Jenny Jones-Commissioner, Paul Fisher-Commissioner, Ashley Winter-District Secretary/Office Manager, Randy Fehr-Fire Chief.
- Commissioner Stubblefield absent: Excused. All in favor 4-0.

#### 4. AGENDA AMENDMENTS

#### 5. PUBLIC COMMENT

- A. *This is an opportunity for the public to address the Board of Commissioners on any subject which is not of a quasi-judicial nature or scheduled for a public hearing. Speakers are asked to stand to have their comments recorded. Speakers should state clearly their name(s) and address for the record. Please limit comments to three minutes per person.*

#### 6. ANNOUNCEMENTS & PRESENTATIONS

#### 7. APPROVAL OF MEETING MINUTES

- A. Regular Meeting April 17, 2019
- **Board Action:** Motion to approve meeting minutes made by Commissioner Zoll, seconded by Commissioner Fisher. All in favor 4-0.

#### 8. REGULAR BUSINESS

##### A. CORRESPONDENCE

##### B. FINANCIAL REPORT

##### 1) Approval of Vouchers & Payroll

##### a) Vouchers

##### a. General Fund Vouchers

- i. 190406001-190406003 \$5,921.90
- ii. 190503001-190503028 \$53,507.77
- iii. 190504001-190504004 \$126,000.03

##### b) Payroll EFTs

- a. April Payroll \$242,202.22
- b. April Volunteers/Commissioners/Chaplains Pay \$6,411.95
- c. 1<sup>st</sup> Quarter Dept of L&I \$18,095.87

- **Board Action:** Motion to approve General Fund vouchers 190406001-190406003 for \$5,921.90; 190503001-190503028 for \$53,507.77; 190504001-190504004 for \$126,000.03. April Payroll for \$242,202.22; April Volunteers/Commissioners/Chaplains Pay for \$6,411.95; and 1<sup>st</sup> Quarter Dept of L&I for \$18,095.87. Made by Commissioner Zoll, seconded by Commissioner Jones. All in favor 4-0.

##### 2) Cash Balances –

- a) April 30, 2019

- a. General Operating Fund – \$2,444,380.83 (2018 - \$1,748,672.12)
- b. Capital Outlay Fund - \$1,561,860.89 (2018 - \$715,460.58)
- b) May 12, 2019
  - a. General Operating Fund – \$2,789,916.71
  - b. Capital Outlay Fund - \$1,564,691.53
- 3) Finance Report-Ashley Winter
- 4) Chief's Report-Chief Randy Fehr

C. RESOLUTIONS

**9. MEETINGS**

- A. Next Regular Meeting
  - 1) June 19, 2019 6:00pm – Enumclaw Council Chambers

**10. OLD BUSINESS**

- A. Commission Policy Manual Section 1.06 Update
  - **Board Action:** Motion to approve language updates to Section 1.06 of Commission Policy Manual made by Commissioner Zoll, seconded by Commissioner Jones. All in favor 4-0.

**11. NEW BUSINESS**

- A. Fleet ILA
  - **Board Action:** Motion to authorize Chief Fehr to execute Fleet ILA made by Commissioner Zoll, seconded by Commissioner Fisher. All in favor 4-0.

**12. PUBLIC COMMENT**

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**13. EXECUTIVE/EXEMPT SESSION**

**14. GOOD OF THE ORDER**

**15. ADJOURNMENT**

- **Board Action:** Motion to adjourn meeting made by Commissioner Jones at 6:22pm, seconded by Commissioner Fisher. All in favor 4-0.

Approved by:

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Amy Trachte, Chairperson

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Ashley Winter, District Secretary