



ENUMCLAW FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES

WEDNESDAY, FEBRUARY 16, 2022 – 6:00PM

VIRTUAL MEETING USING ZOOM

The Board of Commissioners of the Enumclaw Fire Department held a virtual Regular Meeting via Zoom.

Call-In Information:

Dial: +1 253 215 8782

Meeting ID: 839 6318 7761

Link to Join: <https://us02web.zoom.us/j/83963187761>

1. CALL TO ORDER

- Meeting called to order by Commissioner Trachte at 6:00pm

2. ATTENDANCE

- Amy Trachte-Commissioner, Jim Zoll-Commissioner, Eric Heintzinger-Commissioner, Jenny Jones-Commissioner, Randy Fehr-Fire Chief, Ashley Winter-Board Secretary/Office Manager

3. AGENDA AMENDMENTS

- None

4. ANNOUNCEMENTS & PRESENTATIONS

A. Fire Levy Renewal Presentation

- Angie Stubblefield-Commissioner joined meeting at 6:04pm

5. APPROVAL OF MEETING MINUTES

A. Regular Meeting January 19, 2022

- **Board Action:** Motion made by Commissioner Zoll to approve the meeting minutes from the January 19, 2022 regular meeting, seconded by Commissioner Jones. All in favor 5-0.

6. REGULAR BUSINESS

A. CORRESPONDENCE

B. FINANCIALS

1) Approval of Expenditures – Exhibit A

a) 2022 General Operating Fund Expenditures - \$454,070.77

- **Board Action:** Motion made by Commissioner Heintzinger to approve expenditures from the 2022 General Operating Fund for \$454,070.77 as presented in Exhibit A, seconded by Commissioner Zoll. All in favor 5-0.

2) Cash Balances

a) January 31, 2022

a. General Operating Fund – \$1,984,727.32 (2021 - \$2,250,715.45)

b. Capital Outlay Fund - \$5,420,365.46 (2021 - \$2,883,477.85)

b) February 10, 2022

a. General Operating Fund – \$2,024,208.98

b. Capital Outlay Fund - \$5,420,365.46

3) Financial Report – Ashley Winter, Office Manager

C. FIRE CHIEF'S REPORT – Chief Randy Fehr

- Commissioner Jones left meeting at 6:28pm

D. RESOLUTIONS

1) Resolution 2022-01 Fire Levy Lid Lift

- **Board Action:** Motion made by Commissioner Heintzinger to read Resolution 2022-01 by title only, seconded by Commissioner Zoll. All in favor 4-0.

- Commissioner Trachte reads Resolution 2022-01 by title only.

2) Resolution 2022-02 Capital Outlay Fund Budget Amendment

- **Board Action:** Motion made by Commissioner Heintzinger to read Resolution 2022-02 by title only, seconded by Commissioner Trachte. All in favor 4-0.
- Commissioner Trachte reads Resolution 2022-02 by title only.
- **Board Action:** Motion made by Commissioner Zoll to approve Resolution 2022-02 Capital Outlay Budget Amendment, seconded by Commissioner Stubblefield. All in favor 4-0.

E. COMMITTEE UPDATES

- 1) ESCI Agency Evaluation Implementation
 - No Update
- 2) Fire Levy Lid Lift Election
 - Commissioner Heintzinger with support of Chief has reached out to City of Enumclaw for their support. This has been extended to City Council. State of the District to come out soon. Q&A is being developed to be distributed.

7. MEETINGS

A. Next Regular Meeting

- 1) March 16, 2022, at 6:00pm

8. OLD BUSINESS

9. NEW BUSINESS

10. PUBLIC COMMENT

- A. Email Ashley Winter at AWinter@enumclawfire.org by 4:00pm day of meeting if you would like to be scheduled for Public Comment.
 - None

11. EXECUTIVE/EXEMPT SESSION

12. GOOD OF THE ORDER

- Commissioner Trachte extends her congratulations to Captain Schipper on his retirement.

13. ADJOURNMENT

- **Board Action:** Motion made by Commissioner Zoll to adjourn meeting at 6:44pm, seconded by Commissioner Heintzinger. All in favor 4-0.

Approved by:



[Amy Trachte \(Mar 22, 2022 15:17 PDT\)](#)

Amy Trachte, Chairperson



[Ashley Winter \(Mar 17, 2022 10:32 PDT\)](#)

Ashley Winter, Office Manager



ENUMCLAW FIRE DEPARTMENT

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EXHIBIT A - EXPENDITURES FROM 1-20-2022 THRU 2-16-2022

Date: Wednesday, February 16, 2022

To: Board of Commissioners
From: Ashley Winter, Office Manager

Subject: Recommendation of Approval of Expenditures

General Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	1/25/2022	2021.01.04	Accounts Payable	EFT	\$ 1,627.10
	2/16/2022	2022.02.02	Accounts Payable	220202001-220202037	\$ 92,530.44
					<u>\$ 94,157.54</u>

General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	1/27/2022	2022.01.05	4th Quarter Payroll Taxes	EFTs	\$ 21,642.74
	1/31/2022	Career	Direct Deposit	EFTs	\$ 159,675.86
	1/31/2022	2022.01.06	Deductions & Benefits	EFTs	\$ 159,642.81
	1/31/2022	2022.01.07	Deductions & Benefits	220107001-220107003	\$ 6,862.61
	1/31/2022	Career	Direct Deposit	EFTs	\$ 7,284.41
	1/31/2022	2022.01.08	Deductions & Benefits	EFTs	\$ 859.90
	2/15/2022	Vol/Chap/Board	Direct Deposit	EFTs	\$ 3,322.40
	2/15/2022	2022.02.01	Deductions & Benefits	EFTs	\$ 622.50
					<u>\$ 359,913.23</u>

Capital Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
					<u>\$ -</u>

Voided Vouchers	Date	Batch	Type	Voucher #s	Amount
					<u>\$ -</u>

Interfund Transfer	Date	From	To	Description	Amount
					<u>\$ -</u>

2022 General Fund Expenditures	\$ 454,070.77
Total Capital Fund Expenditures	\$ -
TOTAL EXPENDITURES	<u>\$ 454,070.77</u>