



ENUMCLAW FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES

WEDNESDAY, MARCH 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: 861 1891 4996

Link to Join: <https://us02web.zoom.us/j/86118914996>

1. CALL TO ORDER

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

2. ATTENDANCE

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

3. AGENDA AMENDMENTS

- None

4. 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

5. ANNOUNCEMENTS & PRESENTATIONS

- 2022 Levy Lid Lift – Chief Fehr

6. APPROVAL OF MEETING MINUTES

- A. Regular Meeting February 16, 2022

- **Board Action:** Motion made by Commissioner Jones to approve the meeting minutes from the February 16, 2022 regular meeting, seconded by Commissioner Heintzinger. All in favor 5-0.

- B. Special Meeting March 8, 2022

- **Board Action:** Motion made by Commissioner Zoll to approve the meeting minutes from the March 8, 2022 special meeting, seconded by Commissioner Stubblefield. All in favor 5-0.

7. REGULAR BUSINESS

- A. CORRESPONDENCE

- None

- B. FINANCIALS

- 1) Approval of Expenditures – Exhibit A

- a) 2022 General Operating Fund Expenditures - \$497,045.42

- **Board Action:** Motion made by Commissioner Heintzinger to approve expenditures from the 2022 General Operating Fund for \$497,045.42 as presented in Exhibit A, seconded by Commissioner Jones. All in favor 5-0.

- 2) Cash Balances

- a) February 28, 2022

- a. General Operating Fund – \$1,635,752.44 (2021 - \$2,059,549.75)

- b. Capital Outlay Fund - \$5,422,491.91 (2021 - \$2,885,545.48)

- b) March 10, 2022

- a. General Operating Fund – \$1,769,966.81

- b. Capital Outlay Fund - \$5,424,875.04

- 3) Financial Report – Ashley Winter, Office Manager

C. FIRE CHIEF'S REPORT – Chief Randy Fehr

D. RESOLUTIONS

- 1) Resolution 2022-01 Fire Levy Lid Lift
 - **Board Action:** Motion made by Commissioner Heintzinger to read Resolution 2022-01 Fire Levy Lid Lift by title only, seconded by Commissioner Stubblefield. All in favor 5-0.
 - Commissioner Trachte reads Resolution 2022-01 Fire Levy Lid Lift by title only.
 - **Board Action:** Motion made by Commissioner Zoll to approve Resolution 2022-01 Fire Levy Lid Lift, seconded by Commissioner Heintzinger. All in favor 5-0.

E. COMMITTEE UPDATES

- 1) ESCI Agency Evaluation Implementation
 - No update
- 2) Fire Levy Lid Lift Election
 - Heintzinger-State of District video and community outreach by Chief is progressing as planned.
 - Chief Fehr-Regular information will continue to come out. Will be speaking with leaders in the community. Open to discussing with anyone who has questions.

8. MEETINGS

A. Next Regular Meeting

- 1) April 13, 2022, at 6:00pm – Week early due to ESD Spring Break
 - Will be held in person with a hybrid virtual option

9. OLD BUSINESS

10. NEW BUSINESS

A. EFT Policy

- **Board Action:** Motion made by Commissioner Trachte to adopt the EFT Policy, seconded by Commissioner Stubblefield. All in favor 5-0.

11. 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

12. EXECUTIVE/EXEMPT SESSION

- None

13. GOOD OF THE ORDER

14. ADJOURNMENT

- **Board Action:** Motion made by Commissioner Zoll to adjourn the meeting at 6:41pm, seconded by Commissioner Heintzinger. All in favor 5-0.

Approved by:



Amy Trachte (Apr 15, 2022 07:59 PDT)

Amy Trachte, Chairperson



Ashley Winter (Apr 14, 2022 13:14 PDT)

Ashley Winter, Office Manager



ENUMCLAW FIRE DEPARTMENT

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EXHIBIT A - EXPENDITURES FROM 2-17-2022 THRU 3-16-2022

Date: Wednesday, March 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
	3/16/2022	2022.03.02	Accounts Payable	220302001-220302039	\$ 94,473.68
	3/16/2022	2022.03.03	Accounts Payable	220303001-220303002	\$ 14,944.06
					<u>\$ 109,417.74</u>
General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	2/28/2022	Career	Direct Deposit	EFTs	\$ 163,797.45
	2/28/2022	2022.02.03	Deductions & Benefits	EFTs	\$ 212,719.52
	2/28/2022	2022.02.04	Deductions & Benefits	220204001-220204003	\$ 7,089.05
	3/15/2022	Vol/Chap/Board	Direct Deposit	EFTs	\$ 3,393.14
	3/15/2022	2022.03.01	Deductions & Benefits	EFTs	\$ 628.52
					<u>\$ 387,627.68</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					\$ 497,045.42
Total Capital Fund Expenditures					\$ -
TOTAL EXPENDITURES					<u>\$ 497,045.42</u>









March 2022 Commissioners Meeting Minutes

Final Audit Report

2022-04-15

Created:	2022-04-14
By:	Erinn Tinney (etinney@enumclawfire.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAABZuhEFfOFBxx9Vzt8Q_CiDldO8gtXZLu

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