



ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES WEDNESDAY, JUNE 15, 2022 – 6:00PM ENUMCLAW CITY HALL COUNCIL CHAMBERS

The Board of Commissioners of the Enumclaw Fire Department held a Regular Meeting at Enumclaw City Hall Council Chambers with a virtual option via Zoom.

Call-In Information:

Dial: +1 253 215 8782

Meeting ID: 815 7636 0933

Link to Join: <https://us02web.zoom.us/j/81576360933>

1. CALL TO ORDER

- Meeting called to order at 6:03pm by Commissioner Trachte

2. FLAG SALUTE

- Flag salute led by Amy Trachte

3. ATTENDANCE

- Present: Amy Trachte-Commissioner, Eric Heintzinger-Commissioner, Jim Zoll-Commissioner, Randy Fehr-Fire Chief, Ben Hayman-Deputy Fire Chief, Ashley Winter-Board Secretary/Finance & HR Director
- Absent: Jenny Jones-Commissioner, Angie Stubblefield-Commissioner

4. AGENDA AMENDMENTS

- None

5. 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.

- 1) *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.*

- None

6. ANNOUNCEMENTS & PRESENTATIONS

- None

7. APPROVAL OF MEETING MINUTES

- A. Regular Meeting May 18, 2022

- **Board Action:** Motion made by Commissioner Heintzinger to approve the meeting minutes from the May 18, 2022 regular meeting, seconded by Commissioner Trachte. All in favor 3-0.

8. REGULAR BUSINESS

- A. CORRESPONDENCE

- None

- B. FINANCIALS

- 1) Approval of Expenditures – Exhibit A

- a) 2022 General Operating Fund Expenditures - \$437,300.31
b) 2022 Capital Outlay Fund Expenditures – \$62,967.56


- **Board Action:** Motion made by Commissioner Heintzinger to approve expenditures from the General Operating Fund for \$437,300.31 and the Capital Outlay Fund for \$62,967.56 as presented in Exhibit A, seconded by Commissioner Zoll. All in favor 3-0.


- 2) Cash Balances

- a) May 31, 2022

- a. General Operating Fund – \$3,717,779.83 (2021 - \$4,095,346.64)
- b. Capital Outlay Fund - \$5,433,086.77 (2021 - \$3,526,783.70)
- b) June 8, 2022
 - a. General Operating Fund – \$3,747,105.42
 - b. Capital Outlay Fund - \$5,433,086.77
- 3) Financial Report – Ashley Winter
 - Commissioner Jones joined meeting at 6:12pm
- C. FIRE CHIEF’S REPORT – Chief Randy Fehr
 - Commissioner Jones left meeting at 6:42pm
 - Commissioner Jones returned at 6:46pm
- D. RESOLUTIONS
 - None
- E. COMMITTEE UPDATES
 - 1) ESCI Agency Evaluation Implementation
 - No updates
 - 2) Fire Levy Lid Lift Election
 - Heintzinger: Things continue to progress, expressed appreciation for the consultant keeping us on track. Ballots will be mailed the 1st week of July. Keep an eye on social media for more information on upcoming Q&A sessions.
- 9. MEETINGS**
 - A. Next Regular Meeting
 - 1) July 20, 2022, at 6:00pm
- 10. OLD BUSINESS**
 - None
- 11. NEW BUSINESS**
 - A. Ready Rebound Contract
 - **Board Action:** Motion made by Commissioner Trachte to authorize Chief Fehr to renew contract with Ready Rebound, seconded by Commissioner Heintzinger. All in favor 4-0.
- 12. 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.
 - 1) *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.*
 - None
- 13. EXECUTIVE/EXEMPT SESSION**
 - None
- 14. GOOD OF THE ORDER**
 - **Board Action:** Motion made by Commissioner Trachte to excuse Commissioner Stubblefield’s absence, seconded by Commissioner Heintzinger. All in favor 4-0.
 - Commissioner Heintzinger thanked Captain Bloomer and crew for their professional response for a CO call at a family members home.
- 15. ADJOURNMENT**
 - **Board Action:** Motion made by Commissioner Trachte to adjourn meeting at 6:57pm, seconded by Commissioner Zoll. All in favor 4-0.

Approved by:


Amy Trachte (Jul 30, 2022 06:53 PDT)
Amy Trachte, Chairperson


Ashley Winter (Aug 1, 2022 09:22 PDT)
Ashley Winter, Board Secretary



ENUMCLAW FIRE DEPARTMENT

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 www.enumclawfire.org – EFD@enumclawfire.org

EXHIBIT A - EXPENDITURES FROM 5-19-2022 THRU 6-15-2022

Date: Wednesday, June 15, 2022

To: Board of Commissioners
From: Ashley Winter, Finance & HR Director

Subject: Recommendation of Approval of Expenditures

General Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	6/1/2022	2022.06.01	Accounts Payable	EFT	\$ 800.00
	6/15/2022	2022.06.03	Accounts Payable	220603001-220603038	\$ 82,928.26
					<u>\$ 83,728.26</u>
General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	6/15/2022	Volunteers/Chaplains/Commissioners	Direct Deposit	EFTs	\$ 3,188.80
	6/15/2022	2022.05.07	Deductions & Benefits	EFTs	\$ 577.20
	5/31/2022	Career	Direct Deposit	EFTs	\$ 175,309.48
	5/31/2022	2022.05.05	Deductions & Benefits	EFTs	\$ 169,818.48
	5/31/2022	2022.05.06	Deductions & Benefits	220506001-220506002	\$ 4,678.09
					<u>\$ 353,572.05</u>
Capital Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	6/15/2022	2022.06.02	Accounts Payable	220602001-220602004	\$ 62,967.56
					<u>\$ 62,967.56</u>
Voided Vouchers	Date	Batch	Type	Voucher #s	Amount
					<u>\$ -</u>
Interfund Transfer	Date	From	To	Description	Amount
					<u>\$ -</u>
Total General Fund Expenditures					\$ 437,300.31
Total Capital Fund Expenditures					\$ 62,967.56
TOTAL EXPENDITURES					<u>\$ 500,267.87</u>