



# ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

## REGULAR MEETING MINUTES WEDNESDAY, AUGUST 17, 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: 894 0625 4180

Link to Join: <https://us02web.zoom.us/j/89406254180>

### **1. CALL TO ORDER**

- Meeting called to order at 6:01pm by Commissioner Trachte.

### **2. FLAG SALUTE**

- Led by Commissioner Trachte.

### **3. ATTENDANCE**

- Present: Amy Trachte-Commissioner, Angie Stubblefield-Commissioner, Jim Zoll-Commissioner, Jenny Jones-Commissioner, Eric Heintzinger-Commissioner (virtual), Randy Fehr-Fire Chief, Ashley Winter-Finance & HR Director
- Absent: None

### **4. AGENDA AMENDMENTS**

- None

### **5. PUBLIC COMMENT**

- A. Email Ashley Winter at [AWinter@enumclawfire.org](mailto: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 July 20, 2022

- **Board Action:** Motion made by Commissioner Jones to approve the July 20, 2022 regular meeting minutes, seconded by Commissioner Stubblefield. All in favor 5-0.

- B. Special Meeting August 10, 2022

- **Board Action:** Motion made by Commissioner Jones to approve the August 10, 2022 special meeting minutes, seconded by Commissioner Stubblefield. All in favor 5-0.

### **8. REGULAR BUSINESS**

- A. CORRESPONDENCE

- None

- B. FINANCIALS

- 1) Approval of Expenditures – Exhibit A

a) 2022 General Operating Fund Expenditures - \$431,679.21

b) 2022 Capital Outlay Fund Expenditures – \$6,388.64

- **Board Action Recommendation:** Motion made by Commissioner Jones to approve expenditures from the General Operating Fund for \$431,679.21 and the Capital Outlay

Fund for \$6,388.64 as presented in Exhibit A, seconded by Commissioner Stubblefield.  
All in favor 5-0.

2) Cash Balances

a) July 31, 2022

- a. General Operating Fund – \$3,092,957.08 (2021 - \$3,492,171.18)
- b. Capital Outlay Fund - \$5,238,723.65 (2021 - \$3,540,571.05)

b) August 11, 2022

- a. General Operating Fund – \$3,130,410.24
- b. Capital Outlay Fund - \$5,238,723.65

3) Financial Report – Ashley Winter

C. FIRE CHIEF'S REPORT – Chief Randy Fehr

D. RESOLUTIONS

1) Resolution 2022-05 2022 Budget Amendments

- **Board Action:** Commissioner Zoll made motion to read Resolution 2022-05 by title only, seconded by Commissioner Stubblefield. All in favor 5-0
- Commissioner Trachte reads Resolution 2022-05 by title only.
- **Board Action:** Commissioner Heintzinger made motion to approve Resolution 2022-05, seconded by Commissioner Jones. All in favor 5-0

E. COMMITTEE UPDATES

1) ESCI Agency Evaluation Implementation

- No updates

2) Fire Levy Lid Lift Election

- Commissioner Heintzinger expressed appreciation to community, committee, consultant and department for everyone's support in passing the levy lid lift.

9. MEETINGS

A. Next Regular Meeting

1) September 21, 2022, at 6:00pm

10. OLD BUSINESS

A. MIH – C.A.R.E.S ILA

- Commissioner Jones states that she will abstain from discussion and voting on the subject due to "remote interest" as an employee of PSRFA.
- **Board Action:** Motion made by Commissioner Zoll to move forward with an ILA with PSRFA for FD CARES, seconded by Commissioner Stubblefield. All in favor 4-0

11. NEW BUSINESS

- None

12. PUBLIC COMMENT

A. Email Ashley Winter at [AWinter@enumclawfire.org](mailto:AWinter@enumclawfire.org) by 4:00pm day of meeting if you would like to be scheduled for Public Comment.

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- None

13. EXECUTIVE/EXEMPT SESSION

- None

14. GOOD OF THE ORDER

- Commissioner Trachte: Thank you to the levy committee and community for passing the levy lid lift, echoed by Commissioner Jones.

15. ADJOURNMENT

- Commissioner Jones made motion to adjourn meeting at 6:45pm, seconded by Commissioner Stubblefield. All in favor 5-0.

Approved by:



Amy Trachte (Sep 26, 2022 07:59 PDT)

Amy Trachte, Chairperson



Ashley Winter (Sep 23, 2022 11:41 PDT)

Ashley Winter, Board Secretary



## ENUMCLAW FIRE DEPARTMENT

1330 Wells Street Enumclaw, WA 98022  
 Telephone (360) 825-5544 Fax: (253) 856-6541  
 www.enumclawfire.org – EFD@enumclawfire.org

### EXHIBIT A - EXPENDITURES FROM 7-21-2022 THRU 8-17-2022

**Date:** Wednesday, August 17, 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
	8/1/2022	2022.08.01	Accounts Payable	EFT	\$ 800.00
	8/17/2022	2022.08.03	Accounts Payable	220803001-220803028	\$ 72,902.21
					<u>\$ 73,702.21</u>
General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	8/15/2022	Volunteers/Chaplains/Commissioners	Direct Deposit	EFTs	\$ 3,993.31
	8/15/2022	2022.08.05	Deductions & Benefits	EFTs	\$ 795.04
	7/29/2022	Career	Direct Deposit	EFTs	\$ 160,073.26
	7/29/2022	2022.07.05	Deductions & Benefits	EFTs	\$ 167,749.26
	7/29/2022	2022.07.06	Deductions & Benefits	22070600	\$ 199.09
	7/29/2022	2022.07.07	Payroll Quarterly Taxes	EFTs	\$ 25,097.29
	8/1/2022	2022.08.02	Payroll Quarterly Taxes	EFTs	\$ 69.75
					<u>\$ 357,977.00</u>
Capital Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	8/17/2022	2022.08.04	Accounts Payable	220804001-220804005	\$ 6,388.64
					<u>\$ 6,388.64</u>
Voided Vouchers	Date	Batch	Type	Voucher #s	Amount
					<u>\$ -</u>
Interfund Transfer	Date	From	To	Description	Amount
					<u>\$ -</u>
<b>Total General Fund Expenditures</b>					\$ 431,679.21
<b>Total Capital Fund Expenditures</b>					\$ 6,388.64
<b>TOTAL EXPENDITURES</b>					<u>\$ 438,067.85</u>










# August 2022 Commissioners Meeting Minutes

Final Audit Report

2022-09-26

Created:	2022-09-22
By:	Erinn Tinney (etinney@enumclawfire.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAUSb2x8c3BCJqoAbqElkDkJWcC3t5ls5M

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