



ENUMCLAW FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES

WEDNESDAY, SEPTEMBER 21, 2022 – 6:00PM

ENUMCLAW CITY HALL COUNCIL CHAMBERS

The Board of Commissioners of the Enumclaw Fire Department will 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: 813 3277 5774

Link to Join: <https://us02web.zoom.us/j/81332775774>

1. CALL TO ORDER

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

2. FLAG SALUTE

- Led by Commissioner Trachte

3. ATTENDANCE

- Present: Amy Trachte-Commissioner, Jim Zoll-Commissioner, Angie Stubblefield-Commissioner, Eric Heintzinger-Commissioner, Jenny Jones-Commissioner, Randy Fehr-Fire Chief, Ben Hayman-Deputy Chief, Ashley Winter-Finance & HR Director/District Secretary
- Absent: None

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 August 17, 2022

- **Board Action:** Motion made by Commissioner Jones to approve the meeting minutes from the August 17, 2022 regular meeting, seconded by Commissioner Heintzinger. All in favor 5-0.

8. REGULAR BUSINESS

- A. CORRESPONDENCE

- 1) WSRB Letter

- B. FINANCIALS

- 1) Approval of Expenditures – Exhibit A

a) 2022 General Operating Fund Expenditures - \$546,169.68

b) 2022 Capital Outlay Fund Expenditures – \$2,091.97

- **Board Action:** Motion made by Commissioner Heintzinger to approve expenditures from the General Operating Fund for \$546,169.68 and the Capital Outlay Fund for \$2,091.97 as presented in Exhibit A, seconded by Commissioner Stubblefield. All in favor 5-0.

- 2) Cash Balances

- a) August 31, 2022
 - a. General Operating Fund – \$2,730,781.71 (2021 - \$3,284,505.96)
 - b. Capital Outlay Fund - \$5,237,113.98 (2021 - \$3,502,569.41)
- b) September 15, 2022
 - a. General Operating Fund – \$2,772,234.76
 - b. Capital Outlay Fund - \$5,237,113.98
- 3) Financial Report – Ashley Winter
- C. FIRE CHIEF'S REPORT – Chief Randy Fehr
- D. RESOLUTIONS
 - 1) Resolution 2022-06 Surplus Equipment
 - **Board Action:** Motion made by Commissioner Jones to read Resolution 2022-06 by title only, seconded by Commissioner Heintzinger. All in favor 5-0.
 - Commissioner Trachte read Resolution 2022-06 by title
 - **Board Action:** Motion made by Commissioner Heintzinger to approve Resolution 2022-06, seconded by Commissioner Jones. All in favor 5-0.
- E. COMMITTEE UPDATES
 - 1) ESCI Agency Evaluation Implementation
 - No update

9. MEETINGS

- A. Next Regular Meeting
 - 1) October 19, 2022, at 6:00pm
- B. Schedule 2023 Budget Workshop
 - October 26, 2022 at 6:00pm at EFD Headquarters - Station 41

10. OLD BUSINESS

- None

11. NEW BUSINESS

- None

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.

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- None

13. EXECUTIVE/EXEMPT SESSION

- None

14. GOOD OF THE ORDER

- Commissioner Trachte: Recognition and thanks for all involved in the first responded monument.

15. ADJOURNMENT

- **Board Action:** Motion made by Commissioner Heintzinger to adjourn at 6:54pm, seconded by Commissioner Stubblefield. All in favor 5-0.

Approved by:



[Amy Trachte \(Oct 22, 2022 07:25 PDT\)](#)

Amy Trachte, Chairperson



[Ashley Winter \(Oct 21, 2022 08:47 PDT\)](#)

Ashley Winter, Board Secretary



ENUMCLAW FIRE DEPARTMENT

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 www.enumclawfire.org – EFD@enumclawfire.org

EXHIBIT A - EXPENDITURES FROM 8-18-2022 THRU 9-21-2022

Date: Wednesday, September 21, 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
	9/1/2022	2022.09.01	Accounts Payable	EFT	\$ 800.00
	8/18/2022	2022.08.06	Accounts Payable	EFT	\$ 7,500.00
	9/21/2022	2022.09.04	Accounts Payable	220904001-220904039	\$ 157,866.72
					<u>\$ 166,166.72</u>
General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	9/15/2022	Volunteers/Chaplains/Commissioners	Direct Deposit	EFTs	\$ 3,672.60
	9/15/2022	2022.09.02	Deductions & Benefits	EFTs	\$ 738.98
	8/31/2022	Career	Direct Deposit	EFTs	\$ 183,327.38
	8/31/2022	2022.08.07	Deductions & Benefits	EFTs	\$ 192,019.91
	8/31/2022	2022.08.08	Deductions & Benefits	220808001	\$ 244.09
					<u>\$ 380,002.96</u>
Capital Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	9/21/2022	2022.09.03	Accounts Payable	220903001-220903002	\$ 2,091.97
					<u>\$ 2,091.97</u>
Voided Vouchers	Date	Batch	Type	Voucher #s	Amount
					<u>\$ -</u>
Interfund Transfer	Date	From	To	Description	Amount
					<u>\$ -</u>
Total General Fund Expenditures					\$ 546,169.68
Total Capital Fund Expenditures					\$ 2,091.97
TOTAL EXPENDITURES					<u>\$ 548,261.65</u>










September 2022 Commissioners Meeting Minutes

Final Audit Report

2022-10-22

Created:	2022-10-20
By:	Erinn Tinney (etinney@enumclawfire.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9_GEI_8WkI9o9Q0SNGhPPxmSK5c0t6Zg

"September 2022 Commissioners Meeting Minutes" History

-  Document created by Erinn Tinney (etinney@enumclawfire.org)
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-  Signer atrachte@enumclawfire.org entered name at signing as Amy Trachte
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