



ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES WEDNESDAY, APRIL 12, 2023 – 6:00PM ENUMCLAW CITY HALL COUNCIL CHAMBERS

The Board of Commissioners of the Enumclaw Fire Department will hold 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: 856 0533 8873

Link to Join: <https://us02web.zoom.us/j/85605338873>

1. CALL TO ORDER

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

2. FLAG SALUTE

- Led by Commissioner Trachte

3. ATTENDANCE

- Present: Amy Trachte-Commissioner, Eric Heintzinger-Commissioner, Jim Zoll-Commissioner, Jenny Jones-Commissioner, Angie Stubblefield (Zoom)-Commissioner, Randy Fehr-Fire Chief, Erinn Tinney-Administrative Assistant

4. AGENDA AMENDMENTS

- None

5. PUBLIC COMMENT

- None

6. EXECUTIVE/EXEMPT SESSION

- None

7. ANNOUNCEMENTS & PRESENTATIONS

8. APPROVAL OF MEETING MINUTES

A. Regular Meeting March 15, 2023

- **Board Action:** Motion made by Commissioner Heintzinger to approve Regular Meeting Minutes from March 15, 2023, seconded by Commissioner Jones. All in favor 5-0.

9. REGULAR BUSINESS

A. CORRESPONDENCE

- None

B. FINANCIALS

1) Approval of Expenditures – Exhibit A

- a) 2023 General Operating Fund Expenditures - \$569,199.09
- b) 2023 Capital Outlay Fund Expenditures – \$47,635.71
- c) **Board Action:** Motion made by Commissioner Jones to approve expenditures from the General Operating Fund for \$569,199.09 and the Capital Outlay Fund for \$47,635.71 as presented in Exhibit A, seconded by Commissioner Heintzinger All in favor 5-0.

2) Cash Balances

- a) March 30, 2023
 - a. General Operating Fund – \$2,284,198.40 (2022 - \$1,550,515.64)
 - b. Capital Outlay Fund - \$5,610,580.30 (2022 - \$5,426,881.67)
- b) April 5, 2023
 - a. General Operating Fund – \$2,032,766.31
 - b. Capital Outlay Fund - \$5,615,346.56

C. FIRE CHIEF'S REPORT

1) Chief Report: Fire Chief Randy Fehr

D. RESOLUTIONS

- 1) Review of Resolution No. 2023-01 – Authorizing Fee Recovery at Care Facilities for adoption, and Resolution No. 15-007 Authorizing Recovery of Costs Incurred Non-Emergent 911 Calls for rescission at the May 17, 2023, Commission Meeting.

E. COMMITTEE UPDATES

- None

10. MEETINGS

A. Next Regular Meeting

- 1) May 17, 2023, at 6:00pm

11. OLD BUSINESS

- None

12. NEW BUSINESS

A. REVISED Policy 213 – District Credit Card Use

- **Board Action Recommendation:** To adopt revised Policy No. 213 – District Credit Card Use as presented.
- **Board Action:** Motion made by Commissioner Trachte to adopt revised Policy No. 213 – District Credit Card Use as presented, seconded by Commissioner Heintzinger. All in favor 5-0.

B. REVISED Policy 1044 – Travel and Reimbursement

- **Board Action Recommendation:** To adopt revised Policy No. 1044 – Travel and Reimbursement as presented.
- **Board Action:** Motion made by Commissioner Trachte to adopt revised Policy No. 1044 – Travel and Reimbursement as presented, seconded by Commissioner Heintzinger. All in favor 5-0.

13. PUBLIC COMMENT

- None

14. GOOD OF THE ORDER

- None

15. ADJOURNMENT

- **Board Action:** Motion made by Commissioner Heintzinger to adjourn the meeting at 6:22pm, seconded by Commissioner Jones. All in favor 5-0.

Approved by:



Amy Trachte (May 25, 2023 13:00 PDT)

Amy Trachte, Chairperson



Erinn Tinney, Administrative Assistant









4.12.2023 EFD Board of Commissioners Minutes

Final Audit Report

2023-05-25

Created:	2023-05-24
By:	Erinn Tinney (etinney@enumclawfire.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAhmwXM7OJBo1WWmOenWyl6vVXuINT5UU8

"4.12.2023 EFD Board of Commissioners Minutes" History

-  Document created by Erinn Tinney (etinney@enumclawfire.org)
2023-05-24 - 4:24:46 PM GMT- IP address: 146.129.246.254
-  Document emailed to Erinn Tinney (etinney@enumclawfire.org) for signature
2023-05-24 - 4:25:29 PM GMT
-  Document emailed to atrachte@enumclawfire.org for signature
2023-05-24 - 4:25:29 PM GMT
-  Document e-signed by Erinn Tinney (etinney@enumclawfire.org)
Signature Date: 2023-05-24 - 4:25:43 PM GMT - Time Source: server- IP address: 146.129.246.254
-  Email viewed by atrachte@enumclawfire.org
2023-05-25 - 8:00:17 PM GMT- IP address: 172.56.105.207
-  Signer atrachte@enumclawfire.org entered name at signing as Amy Trachte
2023-05-25 - 8:00:37 PM GMT- IP address: 172.56.105.207
-  Document e-signed by Amy Trachte (atrachte@enumclawfire.org)
Signature Date: 2023-05-25 - 8:00:39 PM GMT - Time Source: server- IP address: 172.56.105.207
-  Agreement completed.
2023-05-25 - 8:00:39 PM GMT