



ENUMCLAW FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES

WEDNESDAY, FEBRUARY 14TH, 2024 – 6:00PM

FIRE ADMINISTRATION OFFICE 2884 GRIFFIN AVE #A, ENUMCLAW

The Board of Commissioners of the Enumclaw Fire Department held a Regular Meeting at Enumclaw Fire Department Administration Office with a virtual option via Zoom.

Call-In Information:

Dial: +1 253 215 8782

Meeting ID: 840 8157 8284

Link to Join: <https://us02web.zoom.us/j/84081578284>

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, Jenny Jones-Commissioner, Eric Heintzinger-Commissioner, Jim Zoll-Commissioner, Randy Fehr-Fire Chief, Ben Hayman-Deputy Chief, Erinn Tinney-Board Secretary, Ashley Winter-Finance & HR Director.
Absent: Angie Stubblefield-Commissioner
- **Board Action:** Motion to excuse Commissioner Stubblefield made by Commissioner Heintzinger, seconded by Commissioner Jones. All in favor 4-0.

4. EXECUTIVE/EXEMPT SESSION

- None

5. ANNOUNCEMENTS & PRESENTATIONS

- None

6. APPROVAL OF MEETING MINUTES

A. Regular Meeting January 17, 2024

- **Board Action:** Motion made by Commissioner Heintzinger to approve Regular Meeting Minutes from January 17, 2024, seconded by Commissioner Jones. All in favor 4-0.

7. REGULAR BUSINESS

A. CORRESPONDENCE

B. FINANCIALS

1) Approval of Expenditures – Exhibit A

a) 2024 General Operating Fund Expenditures - \$552,722.53

b) 2024 Capital Outlay Fund Expenditures – \$2,342.85

- **Board Action:** Motion made by Commissioner Jones to approve expenditures from the 2024 General Operating Fund for \$552,722.53 and Capital Outlay Fund for \$2,342.85 as presented in Exhibit A, seconded by Commissioner Zoll. All in favor 4-0.

2) Cash Balances

a) February 11, 2024

a. General Operating Fund – \$3,783,381.14

b. Capital Outlay Fund - \$5,819,125.44

3) Financial Report – Ashley Winter

C. FIRE CHIEF'S REPORT

- 1) Chief Randy Fehr
- 2) Deputy Chief Ben Hayman

D. RESOLUTIONS

- 1) Resolution #2024-01 Fee Schedule
 - **Board Action:** Motion to read Resolution by title only made by Commissioner Heintzinger, seconded by Commissioner Trachte. All in favor 4-0.
 - Commissioner Trachte reads Resolution #2024-01 by title only.
 - **Board Action:** Motion made by Commissioner Trachte to adopt Resolution #2024-01 Fee Schedule, seconded by Commissioner Jones. All in favor 4-0.

E. COMMITTEE UPDATES

- 1) King County Fire Commissioners Association – Commissioner Jones
 - Roberts Rules of Order Training – Virtual via Zoom February 24th. Registration open until February 17th.
- 2) Finance Committee – Commissioner Zoll and Commissioner Heintzinger
 - The first meeting was held today prior to Board of Commissioners meeting.
 - The committee will meet 2 times per month.
 - Commissioners Zoll and Heintzinger requested administration gather information regarding an FBC vs. M&O for funding purposes.

8. MEETINGS

- A. Next Regular Meeting
- 1) March 20, 2024 at 6:00pm – EFD Administration Office

9. OLD BUSINESS

- A. Board of Commissioners Policy Manual Updates – Ashley Winter
- **Board Action:** Motion made by Commissioner Trachte to adopt Policy Manual Updates, seconded by Commissioner Zoll. All in favor 4-0.
- B. Contract for Service/Merger/Consolidation Update – Chief Fehr
- Chief Fehr contacted the following agencies regarding their interest in Contract for Service/Merger/Consolidation:
 - o Puget Sound Regional Fire Authority – Interested
 - o Mt. View Fire and Rescue – Interested
 - o Valley Regional Fire Authority – Meeting Scheduled with Chief Thompson to discuss.
 - The Finance Committee requests that information from all interested agencies includes consistent service that will be provided.

10. NEW BUSINESS

- None

11. PUBLIC COMMENT

- None

12. GOOD OF THE ORDER

- Commissioner Heintzinger stated that Enumclaw High School will be holding a trade fair on June 7th.

13. ADJOURNMENT

- **Board Action:** Motion made by Commissioner Heintzinger to adjourn the meeting at 6:27pm, seconded by Commissioner Jones. All in favor 4-0.

Approved by:

Amy Trachte

[Amy Trachte \(Mar 27, 2024 08:21 PDT\)](#)

Amy Trachte, Chairperson

Erinn Tinney

[Erinn Tinney \(Mar 25, 2024 13:51 PDT\)](#)

Erinn Tinney, Board Secretary

2.14.2024 EFD Board of Commissioners Minutes

Final Audit Report

2024-03-27

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