



ENUMCLAW FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

SPECIAL MEETING MINUTES

WEDNESDAY, JULY 17, 2024 – 6:00PM

ENUMCLAW CITY HALL COUNCIL CHAMBERS, ENUMCLAW

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

Call-In Information:

Dial: +1 253 215 8782

Meeting ID: 813 1576 6358

Passcode: 331095

Link to Join: <https://us02web.zoom.us/j/81315766358?pwd=4WcSkDWqAH9zzGmm8B5YIIxEvaJAPa.1>

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, Angie Stubblefield-Commissioner, Eric Heintzinger-Commissioner, Jim Zoll-Commissioner, Randy Fehr-Fire Chief, Ben Hayman-Deputy Chief, Erinn Tinney-Board Secretary.

4. ANNOUNCEMENTS & PRESENTATIONS

A. Oath of Office

- a. Battalion Chief John Bloomer
- b. Battalion Chief Kevin Madill
- c. Captain Jared Johnson

- A 10-minute recess was called at 6:13 by Commissioner Trachte to allow for family and guests to extend their congratulations. Meeting resumed at 6:23.

B. Request for Proposal Presentation – Mountain View Fire & Rescue

5. APPROVAL OF MEETING MINUTES

A. Special Meeting June 26, 2024

- **Board Action:** Motion made by Commissioner Heintzinger to approve Special Meeting Minutes from June 26, 2024, seconded by Commissioner Trachte. All in favor 5-0.

B. Special Meeting July 10, 2024

- **Board Action:** Motion made by Commissioner Stubblefield to approve Special Meeting Minutes from July 10, 2024, seconded by Commissioner Heintzinger. All in favor 5-0.

6. REGULAR BUSINESS

• CORRESPONDENCE

• FINANCIALS

1) Approval of Expenditures – Exhibit A

- a) 2024 General Operating Fund Expenditures - \$594,615.57
- b) 2024 Capital Outlay Fund Expenditures – \$1,623.83

- **Board Action:** Motion made by Commissioner Trachte to approve expenditures from the 2024 General Operating Fund for \$594,615.57 and Capital Outlay Fund for \$1,623.83 as presented in Exhibit A, seconded by Commissioner Stubblefield. All in favor 5-0.

2) Cash Balances

a) July 14, 2024

a. General Operating Fund – \$4,835,036.93

b. Capital Outlay Fund - \$6,348,543.26

3) Financial Report – Chief Randy Fehr

- **FIRE CHIEF'S REPORT**

- 1) Chief Randy Fehr

- 2) Deputy Chief Ben Hayman

- **RESOLUTIONS**

- None

- **COMMITTEE UPDATES**

- 1) King County Fire Commissioners Association – Commissioner Jones

- Nothing to report. Commissioner Jones resigned from this committee.

- 2) Finance Committee – Commissioner Zoll and Commissioner Heintzinger

- Reviewed vouchers and recommend approval.

- Discussed FBC and future funding of the department.

- Recommend a Commissioner retreat to look further at the path forward with a Fire Chief and funding.

7. MEETINGS

- Next Regular Meeting

- 1) August 21, 2024, at 6:00pm – Enumclaw Fire Administration Office

8. OLD BUSINESS

- Contract for Service/Consolidation and Funding Sources Update – Chief Fehr

- The FBC option should be looked at and decided on.

- An Interim Fire Chief is an option for his replacement.

- We should not be in a budget deficit in 2025 with the increase in property values.

9. EXECUTIVE SESSION

- None

10. PUBLIC COMMENT

- None

11. GOOD OF THE ORDER

- Commissioner Stubblefield thanks our Firefighters for the excellent service they provide.

12. ADJOURNMENT

- **Board Action:** Motion made by Commissioner Heintzinger to adjourn the meeting at 7:23pm, seconded by Commissioner Stubblefield. All in favor 5-0.

Approved by:

Amy Trachte

Amy Trachte (Aug 30, 2024 08:03 PDT)

Amy Trachte, Chairperson

Erinn Tinney

Erinn Tinney (Aug 24, 2024 11:54 PDT)

Erinn Tinney, Board Secretary



ENUMCLAW FIRE DEPARTMENT

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EXHIBIT A - EXPENDITURES FROM 6-27-2024 THRU 7-17-2024

Date: Wednesday, July 17, 2024

To: Board of Commissioners
From: Laura Taylor, Finance/HR Specialist

Subject: Recommendation of Approval of Expenditures

General Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	7/1/2024	2024.07.01	Accounts Payable	EFT	\$ 800.00
	7/10/2024	2024.07.03	Accounts Payable	EFT	\$ 90.16
	7/17/2024	2024.07.05	Accounts Payable	240705001-240705029	\$ 77,536.19
					<u>\$ 78,426.35</u>
General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	6/28/2024	Career	Direct Deposit	EFTs	\$ 245,978.18
	6/28/2024	2024.06.05	Deductions & Benefits	EFTs	\$ 223,911.33
	6/28/2024	2024.06.06	Deductions & Benefits	240606001	\$ 234.09
	7/10/2024	2024.07.03	Deductions & Benefits	EFTs	\$ 42,921.15
	7/15/2024	Volunteer	Direct Deposit	EFTs	\$ 2,679.31
	7/15/2024	2024.07.02	Deductions & Benefits	EFT	\$ 465.16
					<u>\$ 516,189.22</u>
Capital Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	7/17/2024	2024.07.04	Accounts Payable	240704001-240704002	\$ 1,623.83
					<u>\$ 1,623.83</u>
Voided Vouchers	Date	Batch	Type	Voucher #s	Amount
					<u>\$ -</u>
Interfund Transfer	Date	From	To	Description	Amount
					<u>\$ -</u>
Total General Fund Expenditures					\$ 594,615.57
Total Capital Fund Expenditures					\$ 1,623.83
TOTAL EXPENDITURES					<u>\$ 596,239.40</u>