



ENUMCLAW FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES

WEDNESDAY, April 9, 2025 – 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: 838 1243 3365

Passcode: 390647

Link to Join: <https://us02web.zoom.us/j/83812433365>

1. CALL TO ORDER

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

2. FLAG SALUTE

- Led by Commissioner Jones

3. ATTENDANCE

- Present: Jenny Jones-Commissioner, Eric Heintzinger-Commissioner, Jim Zoll-Commissioner, Ben Hayman-Deputy Chief, Erinn Tinney-Board Secretary, Laura Taylor-Acting Finance & HR Director
- Absent: Amy Trachte-Commissioner
 - **Board Action:** Motion made by Commissioner Heintzinger to excuse Commissioner Trachte, seconded by Commissioner Zoll. All in favor 3-0.
- Absent: Angie Stubblefield-Commissioner
 - **Board Action:** Motion made by Commissioner Heintzinger to record Commissioner Stubblefield as an unexcused absence, seconded by Commissioner Zoll. All in favor 3-0.

4. ANNOUNCEMENTS & PRESENTATIONS

- A. Fire Marshal Report – BC Kevin Madill

5. APPROVAL OF MEETING MINUTES

- A. Special Meeting March 26, 2025
 - **Board Action:** Motion made by Commissioner Heintzinger to approve Special Meeting Minutes from March 26, 2025, seconded by Commissioner Zoll. All in favor 3-0.

6. REGULAR BUSINESS

A. CORRESPONDENCE

- 1) None

B. COMMITTEE UPDATES

- 1) Finance Committee – Commissioner Heintzinger (Chair) and Commissioner Zoll
 - Reviewed vouchers and recommend approval.
 - The 2025 budget was discussed.

C. FINANCIALS

- 1) Approval of Expenditures – Exhibit A
 - a) 2025 General Operating Fund Expenditures - \$655,556.70
 - b) 2025 Capital Outlay Fund Expenditures – \$929,369.52

- **Board Action:** Motion made by Commissioner Heintzinger to approve 2025 expenditures from the General Operating Fund for \$655,556.70 and the Capital Outlay Fund for \$929,369.52 as presented in Exhibit A, seconded by Commissioner Zoll. All in favor 3-0.

2) Cash Balances

a) April 4, 2025

- a. General Operating Fund – \$3,930,471.02
- b. Capital Outlay Fund - \$6,736,407.02

3) Financial Report – No report. The March financial reports from King County are not available.

D. FIRE DEPARTMENT REPORT

1) Deputy Chief Ben Hayman

E. RESOLUTIONS

1) None

7. MEETINGS

A. Next Special Meeting

1) April 21, 2025, at 6:00pm (Enumclaw City Hall)

B. Next Regular Meeting

1) May 21, 2025, at 6:00pm

8. OLD BUSINESS

- A. The next presentation by Puget Sound Fire will be at a Special Meeting on April 21, 2025, at Enumclaw City Hall.

9. NEW BUSINESS

- None

10. EXECUTIVE/EXEMPT SESSION

- None

11. PUBLIC COMMENT

- None

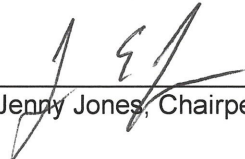
12. GOOD OF THE ORDER

- None

13. ADJOURNMENT

- **Board Action:** Motion made by Commissioner Heintzinger to adjourn the meeting at 6:31pm, seconded by Commissioner Zoll. All in favor 3-0.

Approved by:



Jenny Jones, Chairperson



Erinn Tinney, Board Secretary



ENUMCLAW FIRE DEPARTMENT

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EXHIBIT A - EXPENDITURES FROM 3-27-2025 THRU 4-9-2025

Date: Wednesday, April 9, 2025

To: Board of Commissioners

From: Laura Taylor, Acting Finance/HR Director

Subject: Recommendation of Approval of Expenditures

General Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	4/1/2025	2025.04.01	Accounts Payable	EFT	\$ 800.00
	4/9/2025	2025.04.04	Accounts Payable	250404001-250404038	\$ 135,682.62
					<u>\$ 136,482.62</u>
General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	3/31/2025	Career	Direct Deposit	EFTs	\$ 239,727.55
	3/31/2025	2025.03.06	Deductions & Benefits	EFTs	\$ 225,000.70
	3/31/2025	2025.03.07	Deductions & Benefits	250307001	\$ 254.09
	4/9/2025	2025.04.02	Deductions & Benefits	EFTs	\$ 54,091.74
					<u>\$ 519,074.08</u>
Capital Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	4/9/2025	2025.04.03	Accounts Payable	25403001-25403004	\$ 929,369.52
					<u>\$ 929,369.52</u>
Voided Vouchers	Date	Batch	Type	Voucher #s	Amount
	3/19/2025	2025.02.03	Accounts Payable	250305001	\$ 225.00
					<u>\$ 225.00</u>
Interfund Transfer	Date	From	To	Description	Amount
					<u>\$ -</u>
Total General Fund Expenditures					\$ 655,556.70
Total Capital Fund Expenditures					\$ 929,369.52
TOTAL EXPENDITURES					<u>\$ 1,584,926.22</u>