

# ***Whatcom County Fire District #5***

## **Point Roberts Fire Department**

2030 Benson Road, Suite A  
Point Roberts, Washington, 98281

Regular Meeting of the Board of Commissioners

March 11<sup>th</sup>, 2026

### **MINUTES**

In Attendance: Commissioner Virginia Lester  
Commissioner Norm Katz  
Commissioner Pat Harper  
Chief Christopher Carleton, via video link  
Financial Manager Markel, via video link  
District Secretary Linda Hughes

Guests: All Point Bulletin, Erin Kelly  
Islena Faircrest  
Rhiannon Allen  
Heckard  
Dee Gough  
Bill Zidel  
Assistant Chief John Shields

#### **A. CALL TO ORDER**

The meeting was called to order at 4:03 pm by Commissioner Lester.

#### **B. PUBLIC COMMENT**

None.

#### **C. BOARD ACTION**

C.1 Approval of Minutes

**MOTION:** Commissioner Katz moved to approve the Minutes of the Regular Meeting of February 11<sup>th</sup>, 2026, as presented. The motion was **SECONDED** by Commissioner Lester. **Motion Passed: 2-0.** Commissioner Harper was absent for the February meeting.

## **D. FINANCIAL MANAGER'S REPORT**

### **D.1 Financial Report**

Financial Manager Markel presented the financial report as submitted.

### **D.2 Approval of the Fire District Vouchers**

**MOTION:** Commissioner Katz moved to approve the Vouchers in the amount of \$31,531.52 for payment. The motion was seconded by Commissioner Lester. **Motion Passed 3 – 0**

### **D.3 Approval of Fire District Payroll**

**MOTION:** Commissioner Katz moved that payroll in the amount of \$22,470.70 be approved for payment. The motion was seconded by Commissioner Lester. **Motion passed 3 – 0**

### **D.4 Budget Update**

Financial Manager Markel reported that 85.19% of the budget remained at the end of February 2026, compared with the February 2025 amount remaining of 82.86%.

Financial Manager Markel reported that it is time for an audit of 2023, 2024 and 2025 which she expects will commence in early April. She will deliver the usual boxes of documents to the Auditor and keep the board updated. Audits typically take about two months to complete.

Commissioner Lester thanked Financial Manager Markel for her attention to these matters.

## **E. CORRESPONDENCE**

Assistant Chief Shields reported that there was no correspondence to review.

## **F. CHIEF'S REPORT**

Chief Carleton's report was submitted and summarized for the month of February 2026.

Chief reported that he submitted a USDA grant application to Senator Rick Larsen's office, for upwards of \$2 million for fire station remodel/renovations. He noted that these grants typically cover  $\frac{3}{4}$  of costs of projects awarded. Chief added that we have enough funds in capital reserve to cover our portion, should the grant be awarded.

He added that the station project would include two more bays, an entire retrofit of the station with sprinklers, offer more member space, including separated spaces for male and female members, plus storage.

There are currently 42 members, 10 of which are Point Roberts residents. There was a total of 21 calls.

Commissioner Katz asked what the nature of the search and rescue call was. Assistant Chief Shields reported that it was a wanderer from Canada, who was wearing a tracker, so WCFD5 was able to locate the gentleman right away and transferred him to the RCMP at the Canadian border.

Chief Carleton noted that our local missing person, David Anderson, has still not been found. He recommends tracking devices for all elderly and/or dementia patients.

## **G. UNFINISHED BUSINESS**

Dee Gough from the Point Roberts Park and Recreation District reported that recent windy weather had toppled over some trees onto trails, and she was here at the meeting to ask for some assistance from the fire department to cut them and simply push the pieces off the trails. There are 4 down on orange trail at Baker Field and 1 down on yellow trail. Chief replied that a work team would be assembled to assist.

Bill Zidel and Dee Gough jointly discussed meeting with Grant from AT&T who was here to trim certain trees that would improve the "line of sight" for the cell tower located in Point Roberts to the main towers on the mainland, in order to help improve cellular reception and emergency communications. Dee noted that this activity is part of a national program.


## **H. NEW BUSINESS**

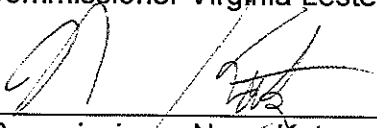
None

**I. ADJOURNMENT**

As there was no further business, Commissioner Harper moved to adjourn the meeting at 4:29 pm. Commissioner Katz seconded the motion. **Motion passed 3 – 0.**

The next Regular Meeting of the Board of Commissioners will be April 8<sup>th</sup>, 2026, at 4:00 pm.

  
\_\_\_\_\_  
Commissioner Virginia Lester

  
\_\_\_\_\_  
Commissioner Norm Katz

  
\_\_\_\_\_  
Commissioner Pat Harper

Dated April 8/26

Attest:   
\_\_\_\_\_  
Recording Secretary Linda Hughes