

ISLAND COUNTY FIRE DISTRICT #3
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
February 10, 2011 – 5:30 P.M.
MINUTES

In Attendance:

Chairman Mike Helland
Commissioner Bob Elliot
Commissioner Kenon Simmons
Chief Rusty Palmer

Audience: Jon Beck, Chris Blasko, Paul Busch, Mike Cotton, Gary Gabelein, Don Mason, Mari St. Amand, Gordon Simmons, and Connie Shields

- I. Call to Order – Chair Mike Helland called the meeting to order at 5:30pm.
- II. Approval of Agenda – Commissioner Simmons moved to approve the Agenda as printed; motion carried.
- III. Public Input – Nil
- IV. So. Whidbey Volunteer FF & EMS – FF Berto acknowledged the recent \$500 donation for EMS equipment from the FOE Aerie #3418 Club.
- V. Consent Agenda - All matters listed within the Consent Agenda have been distributed to each member of Island County Fire District #3's Board of Commissioners for reading and study. They are considered to be routine, and will be enacted by one motion of the Commissioners with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.
 - a. Approval of Minutes
 - i. Regular Meeting January 13, 2011
 - ii. Special Meeting January 22, 2011
 - b. Finance Officer's Reports
 - c. Monthly Vouchers –
 - i. Payroll Warrants \$67,416.58
 - ii. Vendor Warrants \$65,519.50
 - iii. Trusteed Plans - \$11,769.68
 - d. Chief's Report
 - e. Resolution 2011-02 Canceling Warrants
 - f. Resolution 2011-03 Closing 2010 Budget and Finalizing 2011 Budget

Commissioner Elliot moved to approve the Consent Agenda as printed; motion carried.
- VI. Unfinished Business
 - a. 2011 Budget – The District received notice from the County of the 2011 Revenue for the District. 2011 Revenue will be about \$111K lower than anticipated.
 - b. Citizen Survey – 300 Surveys was mailed 10 days ago. Approximately 10% were returned with undeliverable addresses, and 50 surveys have already been returned completed. Where the previous survey was directed to household that had used the District's services, this survey audience includes households that have never used the District's services.
 - c. Bayview Facility Update – The All District meeting proved the need to revisit the

plan for the Bayview facility. Chief Palmer has met with Carletti Architects and they are providing a copy of the current floor plan and foot print of the training ground to be distributed to the membership for feedback. This feedback will be consolidated and brought to the next All District Meeting.

- d. Department Name update – Final candidates for the explicit name for the district will be ready for the Board Decision in the March Meeting. South Whidbey was common to the majority of the suggestions.
- e. Port Authority Grant Update – Dane Anderson, from the Port Authority, reported the Port is preparing the final grant document as the approval is fairly certain now. What exactly the grant will entail is not available yet.

VII. New Business

- a. Port Authority MOU – The verbiage in the Draft Memorandum of Understanding between the Port Authority and ICFD#3 is being worked over. If the grant is approved the MOU will be ready for the April Commissioner Meeting.
- b. Apparatus Discussion – Chief Palmer disbursed to the Board members a memo earlier in the week regarding the District’s desire to comply with NFPA1911 inspection of fire apparatus. Discussion followed which included an attempt to clarify the NFPA, the struggles to obtain certified inspections and the need for risk management. To obtain more information the discussion was tabled until next meeting.

VIII. Announcements -

- a. Northwest Leadership Conference – Chief Palmer reminded the Board the Northwest Leadership Conference in Portland, Oregon will begin March 2. All arrangements have been made.
- b. Carletti Architects has invited the Board to a tour of Sedro Woolley’s new fire station February 23rd.
- c. Earlier today 5 candidates were interviewed for Ms. Schuler’s position when she retires. Hopefully the successful candidate will begin work March 1. There were several very qualified candidates.

IX. Varia – Nil

X. Executive Session – Upon Commissioner Elliot requested Chair Helland recessed the meeting into a ten minute Executive Session at 6:35pm. Meeting reconvened at 6:55pm

XI. Action taken as result of Executive Session – No action taken.

XII. Adjournment – Meeting adjourned at 6:55pm

Paula Schuler
District Secretary