

**ISLAND COUNTY FIRE DISTRICT #3**

**REGULAR MEETING**

**5535 Cameron Road, Freeland, Washington**

**December 9, 2004 - 7:00 P.M.**

**Minutes**

In attendance:

Chairman Dennis Webster  
Commissioner Mike Helland  
Commissioner Bob Elliot  
Chief Dan Stout

Guests: Gary Gabelein, Jerry Beck, Les Hagstrom, Matt Czarnik

- I. Call to Order - Chairman Dennis Webster called the meeting to order at 7:00 P.M.
- II. Approval of Agenda - Commissioner Elliot moved to approve the agenda as printed; motion carried.
- III. Public Input - Jerry Beck invited everyone to tour his infamous Christmas light show on Robin Lane.
- IV. So. Whidbey Volunteer FF & EMS - Representative Jerry Beck informed the Board that the Association is working with Chief Stout on a couple issues.
- 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
    1. November 9, 2004 Regular Meeting
  - B. Finance Officer's Reports
  - C. Monthly Vouchers -
    1. Payroll November 1-31, 2004 \$37,880.30
    2. Misc. Payroll Warrants, 696.39
    3. November 2004 Warrants
      - a) \$63,636.46
      - b) \$18,882.10
    4. Chief's Report
    5. Resolution 2004-16 Canceling Warrant 161721

Commissioner Helland moved to approve the Consent Agenda as printed; motion carried.

- VI. Unfinished Business
  - A. East Harbor Road Property - No new information from the County.
  - B. Cultus Bay Tower - Commissioner Elliot reported that

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ICOM is planning a 180 foot tower and soil testing is in process.

VII. New Business

- A. Standard Operating Procedures - Chief Stout introduced the initial fourteen District 3 SOPs he has put into place. The only hard copy will reside in his office and all SOPs and District Policies will be available on the District's web site, [www.icfd3.org](http://www.icfd3.org).

VIII. Announcements

Chief Stout:

- o will be on vacation and out of the District December 16, 2004 through January 2, 2005.
- o The annual Policy review should be complete by the end of January and revisions ready for the February 2005 Commissioners meeting.
- o POC (Paid on Call) personnel had their orientation by all staff members last night.

A/C Paul Busch announced the Staffing Program Calendar is completely full for January. Chief Stout gave kudos to A/C Busch for his efforts.

Commissioner Helland wished every one Happy Holidays. Chairman Webster and Commissioner Elliot concurred.

Jerry Beck thanked the Chief for the opportunity to attend the National Fire Academy in Emmetsburg, Md. He attending "Leading Community Fire Prevention" and will share his new information with the District at a later date.

IX. Varia -

Commissioner Helland inquired if the new command vehicle had been ordered yet and was informed the delivery date is first part of January.

Chairman Webster thanked Jerry Beck for the help on his computer.

X. Executive Session - No Executive Session

XI. Adjournment - Meeting adjourned at 7:30 P.M.

Paula Schuler  
District Secretary