

ISLAND COUNTY FIRE DISTRICT #3
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
January 13, 2011 – 5:30 P.M.
MINUTES

In Attendance:

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

Audience: Jim Adsley, Dane Anderson, Crystal Baker, Eldon Baker, Kohl Baker, Jon Beck, Jimmy Berto, Mike Cotton, Faye Elliot, Gary Gabelein, Leah Kalahiki, Don Mason, Mari St. Amand, Connie Shields and Ken Starkweather

- I. Call to Order – Meeting called to order by Chairman Simmons at 5:30pm.
- II. Approval of Agenda – Commissioner Elliot moved to approve the Agenda as printed; motion carried.
- III. Annual Organizational Meeting
 - a. Election of Chair – Commissioner Elliot nominate Commissioner Helland as the 2011 Chair, Commissioner Simmons as Vice-Chair and Commissioner Elliot as Board of Volunteer Firefighter Representative; this was unanimously agreed upon.
 - b. Election of Vice-Chair – see above.
 - c. Board of Volunteer Fire Fighters Representative – see above.
- IV. Public Input – Nil
- V. So. Whidbey Volunteer FF & EMS – FF Berto reported the Association’s officers remain status quo after their current election. President - Jimmy Berto, Vice-President - Don Elliot, Secretary - Jerry Beck, Treasurer - Ken Starkweather, and PIO - Jimmy Berto
- VI. 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 December 9, 2010
 - b. Finance Officer’s Reports
 - c. Monthly Vouchers –
 - i. Payroll Warrants \$6,718.40
 - ii. 2010 Vendor Warrants \$44,542.61
 - iii. 2011 Vendor Warrants \$115,727.13
 - d. Chief’s Report
 - e. Resolution 2011-01 Warrants Canceled

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

VII. Unfinished Business

- a. 2011 Budget – Chief Palmer requested permission to increase the 2011 LOSAP Budget line to reflect the unanticipated increase in premium. This line item will be updated prior to finalization in February. Permission granted.

Chief Palmer suggested a discussion is needed to clarify for staff the parameters of the Capital Fund vs. Reserve Fund. The topic is table to be addressed during the Special/Strategic Planning Meeting.

- b. Citizen Survey – 300 test copies of the Survey will be mailed next week.
- c. Strategic Planning Retreat Date – A Special Meeting/Retreat is called for January 22, 2011, 8:30am, at the Saratoga Inn, Langley WA.

VIII. New Business

- a. Confirmation of Memberships – Recruits Lynda Ross, Melissa Kinderspike, Lisa Dilwicius, Matthew Brencick, Tuesday “Cari” Boda and Kelly Wrightson – Commissioner Elliot moved to approve the memberships of the aforementioned recruits; motion carried.

IX. Announcements –

- a. D/C Beck reported Fire Prevention Grant is in full swing now. 500 address sign installed to date.
- b. Chief Palmer has removed the “acting” from the title of District Lieutenants Starkweather, Kalahiki, and St. Amand. Chief Palmer plans to revisit the officer promotional process with a focus on developing a qualified officer candidates list.
- c. Advertising for the District Secretary/Administrative Assistant Financial Records Management Position is posted. Applications are due by 5pm, January 31, 2011.
- d. There is an All Department Meeting at the High School’s new Commons, 18:30 January 18th. The Chiefs will be serving dinner.
- e. The District received the Port Authority’s Draft MOU regarding the possible grant. Mr. Anderson informed the Board not to expect much action before mid to late 2012.
- f. Chief Palmer reported the request for a road easement on the Thompson Road Property has been renewed. He will again deny the request on behalf of the Board.

X. Varia –

- a. Commissioner Elliot confirmed the need to clarify the District’s name will be on the Agenda for the All District meeting.
- b. D/C Cotton reported to the Board that the 2001 Blazer’s high bid was \$2,255 and the 1987 engine’s highest bid was only \$2,100. Unless there were concerns he would accept the bid on the Blazer but reject the offer on the engine to look for a Fire Department in need of a fire engine. The Board concurred.

XI. Executive Session – No Executive Session

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- XII. Action taken as result of Executive Session – Nil
- XIII. Adjournment – Meeting adjourned at 6pm.

Paula Schuler
District Secretary