

**ISLAND COUNTY FIRE DISTRICT #3**  
**REGULAR MEETING - BAYVIEW STATION**  
**November 12, 1999 - 7:00 P.M.**

**Minutes**

In attendance:

Chairman Bruce Bell  
Commissioner Mike Helland  
Chief Don Smith

Excused Absence - Commissioner Bill Benjamin

Guests: Langley Fire Department Chief Don Fowler, Robert Elliot, Faye Elliot, and Jim Towers.

- I. Call to Order - Chairman Bell called the meeting to order at 7:00 P.M.
- II. Approval of Agenda - Commissioner Helland moved to approve the agenda as printed, motion carried.
- III. Public Input - Chief Fowler expressed his gratitude to the District for the District's part in the annexation of the City of Langley into the District. Commissioner Helland also thanked Chairman Bell for his hard work during the annexation negotiations.
- IV. 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. September 29, 1999
    2. October 14, 1999
    3. October 25, 1999
    4. October 27-31, 1999
  - B. Report of Correspondences
  - C. Finance Officer's Report
  - D. Monthly Vouchers -
    - Payroll - October 1-15, 1999 \$8,183.65
    - IRS Wire Transfer - \$2,816.68
    - Payroll - September 16-30, 1999 \$8,383.27
    - IRS Wire Transfers - \$2,582.34
    - Monthly Vouchers - October Vouchers - \$92,399.16
    - Trusteed Plans - \$1,878.59
  - E. Chief's Report

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- F. Resolution 99-10 - 2000 Salaries Resolution
- G. Resolution 99-11 - Limit Factor Increase
- H. Resolution 99-12 - Implicit Price Deflator
- I. Resolution 99-13 - 2000 Request for Funds

Commissioner Helland moved to accept the Consent Agenda as printed with the exceptions of the Monthly Vouchers and Resolution 99-10 - 2000 Salaries Resolution; Motion carried.

With the addition of \$175 to the Volunteer Reimbursements Commissioner Helland moved to accept the Monthly Voucher for \$92,574.16; Motion carried.

Resolution 99-10 - 2000 Salaries Resolution tabled until next meeting.

V. Unfinished Business

- A. Saratoga Station Project - Chief Smith distributed a copy of the AIA Contract addendum written by the District's attorney's which is now with the contractor for approval.
- B. Freeland Station Project - Chief Smith reminded the Board the Architecture's Contract is ready for signature. No action taken.
- C. Washington Surveying & Rating Bureau - The Bureau has not released the results of the District's Survey.
- D. Langley Annexation - The Annexation will be validated November 17, 1999. Applications for the Langley volunteers and other paperwork, i.e. inventories, are now in process. November 16, 1999, there will be a closing party for the Langley Fire Department. The station has been assigned Station 39.
- E. State Auditor's Biennial Audit - The 1997-8 State Audit went extremely well with no findings and only a few suggestions to assist in risk management. The District received kudos from the Auditor for the clean, organized and easily assessable books.
- F. Strategic Plan Discussion - The Board decided to hold a special meeting 12:30 P.M. December 2, 1999, for a Year 2000 goal setting workshop at Teddy's on Whidbey restaurant. The Board wants to see representatives from the volunteers and a representative from the public at the meeting if possible. Jim Towers has agreed to represent the public. The stations will be requested to send a representative to the meeting.

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G. Year 2000 Requested Budget - Tabled until December.

VI. New Business

A. Confirmation of Volunteer Membership for Kim Priester, Otis Priester, Don Carscadden, and Volunteer Langley Fire Department.

Kim Priester's paperwork through the state is not complete yet. Commissioner Helland moved to confirm the membership on Otis Priester, Don Carscadden, and Volunteer Langley Fire Department members Don Lash, Jason O'Neal, Irene Bullock, Rick Malstrom, Michael Koughan, James Enslow, Andy O'Keefe and Gordon Elliot. The District will honor time served with the Langley Fire Department members as time served with the District with the exception of LOSAP; Motion carried.

Andy O'Keefe will be Station 39 Captain and Don Lash Lieutenant.

VII. Announcements - Chief Smith requested prayers for Jeff Parker's son who is the hospital with leg burns. Commissioner Benjamin is home from hospital recovering nicely from surgery. Chief Smith also reported he will be offering an officers certification class in December.

VIII. Varia -Chief Smith will be presenting to the Board new federal and state respiratory standards which will be implemented the first of the year.

Commissioner Helland requested the Board review the policies before Chairman Bell's term expires. He also wants to review the District's volunteers compensation. He requested a quarterly roster of stations and activity report and suggested using the new digital camera to produce a year book with pictures.

IX. Executive session - (If needed) - No Executive Session.

X. Adjournment - Meeting adjourned at 8:10 P.M.

Paula Schuler  
District Secretary