

**ISLAND COUNTY FIRE DISTRICT #3**  
**REGULAR MEETING**  
**5535 Cameron Road, Freeland, Washington**  
**December 11, 2008 – 5:30 P.M.**

**Minutes**

In Attendance:

Chairman Mike Helland  
Commissioner Bob Elliot  
Commissioner Kenon Simmons  
Chief Dan Stout

Guests: Jerry Beck, James Berto, and Scot Carscadden

- I. Call to Order – Chairman Helland called the meeting to order at 5:30 P.M.
- 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 – Nil
- 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. Regular Meeting November 13, 2008
  - B. Finance Officer's Reports
  - C. Monthly Vouchers –
    1. November 2008 Payroll – \$90,572.83
    2. November 2008 Warrants - \$105,759.13
  - D. Chiefs Report
  - E. Resolution 2008-14 Cancelling WarrantsCommissioner Elliot moved to approve the Consent Agenda as printed; motion carried.
- VI. Unfinished Business
  - A. Bayview Property/Central Facility –
    1. Carletti Architectures Contract – Commissioner Simmons moved to authorize Chief Stout to execute the agreement with Carletti Architectures for \$54,365 which takes the Central Facility Project through to the Conditional use permit; motion carried.

The Board recognized the excellent work and services of Carletti Architectures in the Camano Avenue Station. A special thank you to Tim Goodwin as the undaunted Project Manager.
  - B. 2009 Budget – Chief Stout reminded the board in January we will finalize the budget and there will be funds to encumber.
  - C. Thompson Road Property – The resolution for surplusizing the property will be available in January's meeting and realtor Christina Parker will also be present.
- VII. New Business

Island County Fire District #3  
Regular Commissioners Meeting  
December 11, 2008 – Minutes

- A. Confirm Membership – HSFF – FF Chris Olson, Fire Fighters Matthew Cyprian, Robert Frey, Devon Gustafson and Matthew Hickman – Commissioner Elliot moved to confirm memberships of the aforementioned firefighters; motion carried.
  - B. Policy Revisions – No action taken.
  - C. MERV Program Expansion/Incentive – Chief Stout informed the board that the attorney reviewed Bulletin 0809 and it meets legal requirements.
  - D. Procedure/Commissioner Personal Information – The Board agreed the best way to have citizens reach them is by email, telephone, or their post office boxes.
- VIII. Announcements –
- Chief Stout will be meeting with Carletti Architectures, Advance Construction Inc, and Island Transit December 16<sup>th</sup> to tie up any loose ends before last payment is made on the Camano Avenue Station.
  - Chief Stout will be on vacation and off the Island from December 19 through January 4<sup>th</sup>.
- IX. Varia –
- Chief Stout distributed the first edition District Map to each board member. This has been a year plus long in house project involving cooperation/efforts from water districts, community members and staff to replace obsolete maps. The new maps will be updated on a regular basis as the County, water districts, etc. furnish information.
  - The 2008 year long Officers Class has successfully completed with 4 promotions. The resulting list of successful candidates will stay on file for 2 years.
- X. Executive Session – Upon Chief Stout’s request Chairman Helland recessed the meeting at 6:10 P.M. into a 30 minute Executive session to discuss a personal matter. Meeting reconvened at 6:40 P.M.
- XI. Action taken as result of Executive Session – No action taken.
- XII. Adjournment – Meeting adjourned at 6:30 P.M.

Paula Schuler  
District Secretary