

**ISLAND COUNTY FIRE DISTRICT #3**  
**REGULAR MEETING - BAYVIEW STATION**

**April 8, 1999**

**Minutes**

In attendance:

Chairman Bruce Bell  
Commissioner Bill Benjamin  
Commissioner Mike Helland  
Chief Don Smith

- I. Call to Order - Chairman Bell called the meeting to order at 7:00 P.M.
- II. Approval of Agenda - Commissioner Benjamin moved to accept the Agenda as printed; motion carried.
- III. Public Input - Volunteer Fire Fighter Gary Gabelein expressed his opinion in favor of the District Policy continuing to not allow Commissioners to serve as Volunteer Fire Fighters.
- 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. March 11, 1999
  - B. Report of Correspondences
  - C. Finance Officer's Report
  - D. Monthly Vouchers -
    - Payroll - March 1-15, 1999 \$8,114.12
    - IRS Wire Transfer - \$2,913.22
    - Payroll - March 16-31, 1999 \$7,962.78
    - IRS Wire Transfers - \$2,942.26
    - Monthly Vouchers - March Vouchers - \$57,220.93
  - E. Chief's Report

Commissioner Helland moved to accept the Consent Agenda with the exception of the March 11, 1999, Minutes; Motion carried.

Commissioner Bell moved to accept the March 11, 1999, Minutes with the correction to Section (I) "In Attendance" to read "Chairman Bruce Bell, Commissioner Bill Benjamin"; motion carried.

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V. Unfinished Business

- A. Saratoga Station Project - Chief Smith announced the Saratoga Station Plans are into County Planning with the punch list complete.

Chairman Bell requested a project cost to date report along with information as to where we are in the project.

- B. Freeland Station Project - The letter of intent has been received from the County Commissioners. A draft architecture contract proposed by Ogden, Murphy Wallace, is now available for review.

Chief Smith was instructed to review the draft contract and forward suggested changes to the Commissioners by April 23, 1999.

- C. Fiscal Management Policies/First Reading - Commissioner Benjamin moved to accept the First Reading of the Fiscal Management Policies; motion carried. (Draft Copy attached.)

- D. Organizational Policies/Discussion/First Reading - Commissioner Benjamin moved to accept the First Reading of Organizational Policies including the job description for Volunteer Division Chief; motion carried. (Draft copy attached.)

- E. LOSAP Program - The Board addressed the following question: Can a District Fire Commissioner who is also a volunteer fire fighter on leave of absence keep up his/her fire fighting drill attendance and participate in the LOSAP?

Chairman Bell moved to not allow a Commissioner to participate in the LOSAP program; motion carried.

- F. Langley Annexation - Item tabled until the City of Langley explores their options and approaches the District again concerning annexation into the District.

VI. New Business

- A. Residential Waiver for Paul Keck - Paul Keck is presently living outside the District but maintaining his business in the District, consequently he is in the District during business hours. The Chief requested a waiver to Personal Policy Section 18B1.

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Commissioner Helland moved to waive the residency policy for Paul Keck; motion carried.

- B. Reimburse Volunteer Medical Expenses - Commissioner Benjamin moved to reimburse a volunteer injured on District business up to \$10 for any out of pocket medical expenses resulting from L&I's payment scale not covering full amount of medical bill; motion died.

Commissioner Benjamin moved to have Chief Smith at the May Commissioner Meeting bring before the Commissioners a draft policy to cover this situation; motion carried.

Item tabled until such policy is in place.

- C. Commissioners Policies - Chief Smith distributed copies of Snohomish #1's Commissioners Policies which have been reviewed by Ogden, Murphy, Wallace. The Chief requested the Board review and compare this copy to the District's current policies as a possible model for the planned update to District Commissioners Policies.
- D. Field Survey - Washington Surveying & Rating Bureau - The District is on the Bureau's calendar for June. Staff is currently working on the survey information request.
- E. Meeting Minutes Review - Future drafts of the Commissioner Meeting Minutes will be presented to the Board with draft dates. The Chief requested the Board FAX their corrections back to the Secretary in time to be incorporated into a Final Draft for the Commissioners Meetings.

VII. Announcements - Chief Smith announced 4 members of the District will be going to the California Fire Instructors Workshop next week.

VIII. Varia - Chief Smith hopes to have a draft of new District maps from ICOM next week. He also distributed the 1998-1999 Tax Assessors Report.

IX. Executive session - No Executive Session called.

X. Adjournment - Meeting adjourned at 8:45 P.M.

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Paula Schuler  
District Secretary