

**ISLAND COUNTY FIRE DISTRICT #3**

**REGULAR MEETING**

**5535 Cameron Road, Freeland, Washington**

**November 13, 2003 - 7:00 P.M.**

**MINUTES**

In attendance:

Chairman Dennis Webster  
Commissioner Mike Helland  
Commissioner Bob Elliot  
Chief Don Smith

Guests: Jerry Beck, Les Hagstrom, Gary Gabelein, and Kenon Simmons

- I. Call to Order - Chairman Webster called the meeting to order at 7:05 P.M.
- II. Approval of Agenda - Commissioner Elliot moved to approve the agenda as printed; motion carried.
- III. Public Input - No public input.
- IV. So. Whidbey Volunteer FF & EMS Associations - Lt. Jerry Beck reported that the Association in conjunction with ICFD3 Fire Prevention held a highly successful Halloween Pub-Ed event at the CMA Church. Over 800 people attended and in 4 hours approximately 300 children toured the new Children's Smoke House.  
  
The Association thanked the Board for its continued support.
- 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. October 16, 2003 Regular Meeting
    2. October 23-25, 2003 Special Meeting
  - B. Finance Officer's Reports
  - C. Monthly Vouchers -
    1. Payroll - October 1-15, 2003 \$14,328.82
    2. Payroll - October 16-31, 2003 - \$15,552.14
    3. Payroll - October IRS Command \$179.01
    4. October 2003 Vouchers \$229,834.56
    5. Chief's Report

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

VI. Unfinished Business

A. East Harbor Road Property - On October 4, 2003, representatives from Island County's Sheriff's Department, Building Department, Board of Commissioners and ICFD3, along with an architect met to discuss the feasibility of the East Harbor property acquisition by the Sheriff's Department. The dialog/study included structural as well as financial possibilities and hurdles for the Sheriff's Department.

B. Executive Search - The Board of Commissioner called for a Special Meeting November 24, 2003, 6:00 P.M. The meeting will immediately go into Executive Session to review the applications for the chief's position.

Commissioner Helland made a motion that the District will provide lodging for the evaluators and applicants; motion carried.

The Board called for Special Meetings December 12, 2003 for applicant assessments and December 14, 2003, for interviews. Both meetings will be Executive Sessions.

C. 2004 Budget - Commissioner Helland moved to approve the Preliminary 2004 Budget; motion carried.

1. Resolution 2003-08 - Commissioner Helland moved to approve Resolution 2003-08 - Request of Levy and Collection of 2004 Taxes; motion carried.

VII. New Business

A. Enhanced Response Committee - Chairman Webster invited Kenon Simmons, Chair for the Enhanced Response Committee to report on the Committee's findings. Capt. Simmons read the committee's mission statement. "The Mission of the Enhanced Response Committee upon completion of its work is to recommend to the Commissioners of Island County Fire District #3 a long term method of enhanced response that will include EMS and fire services from at least 2 locations with a turn out time of 60 seconds or less 90% of the time".

After a short explanation of the findings Captain Simmons requested the involvement of the Board to further define the program. Commissioner Helland suggested the program be introduced at the semi-annual Goals Meeting in December.

The Board called a special meeting for December 4, 2003, 7:00 P.M. to review the District Goals and

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discuss the Enhanced Response Committees recommendations.

- B. Resolution 2003-06 Canceling Warrant - Commissioner Helland moved to approve Resolution 2003-06 canceling Warrant # 173158 to Liquid Light; Motion carried
- C. Resolution 2003-07 Authorizing Issuance of Warrants - Commissioner Elliot moved to approve Resolution 2003-07; motion carried.
- D. Cooperative Purchasing Agreement - Commissioner Helland moved to approve the Interlocal Cooperative Purchasing Agreement with Snohomish County Fire Protection District #15 (Marysville); motion carried.

VIII. Announcements -

- Chief Smith drew attention to the new picture presented by Senior Services to the District expressing their appreciation of the District's support.
- Reminder - Academy Orientation Breakfast December 6, 2003
- Reminder - The Volunteer Association's Holiday Party December 13, 2003

IX. Varia - Commissioner Helland voiced his concern for the Humphrey Road house continuing to remain unoccupied. The Board agreed and requested Chief Smith to provide a SWOT Analysis.

X. Executive Session - At 8:20 P.M. Chairman Webster recessed the meeting into a ten minutes Executive Session to evaluate the qualifications of an applicant for public employment with Chief Smith and Admin. Assistant Paula Schuler in attendance.

XI. Adjournment - Meeting adjourned at 8:30 P.M.

Paula Schuler  
District Secretary