

**ISLAND COUNTY FIRE DISTRICT #3**  
**REGULAR MEETING - BAYVIEW STATION**  
**May 9, 2002 - 7:00 P.M.**  
**MINUTES**

In Attendance:

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

Guests: Jerry Beck, Scot Lincoln, Jason Kalk, James Enslow, Faye Elliot, Capt. Andy O'Keefe, DC Les Hagstrom, FF Gary Gabelein, BC-SS Darin Reid, and Lt. Forrest Hughes.

- I. Call to Order - Chairman Elliot 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 - No public input.
- IV. So. Whidbey Volunteer FF & EMS Associations - Lt. Hughes representing the Association reported no news.
- 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. April 11, 2002
    2. April 23, 2002
  - B. Report of Correspondences
  - C. Finance Officer's Report
  - D. Monthly Vouchers -
    1. Payroll - April 1-15, 2001 - \$14,102.06
    2. Payroll - April 16-30, 2001 - \$14,372.77
    3. Payroll - April IRS Command \$169.07
    4. April 2002 vouchers \$324,203.71
  - E. Chief's Report

Commissioner Helland moved to accept the Consent Agenda with the additional invoice to John Carty to April 2002 Vouchers; motion carried.

- VI. Unfinished Business
  - A. Freeland Station - Jerry Beck in collaboration with Scot Lincoln and Jason Kalk presented a proposal for the District's computer system. The goal of the

system is to integrate the Freeland Station's computer system with the District's plans to begin using Firehouse software. (see attached notes). Commissioner Helland moved to approve proposed Items A through D of the Overview proposal by Lincoln Computers; motion carried.

Jerry Beck, with James Enslow assisting, presented the plan for the telephone systems designed by In-Tel-A-Choice. This design also keeps in mind the District's long range plan of moving the administrative office to the Thompson Road Facility and keeping these moves seamless for ease of access by the general public. Commissioner Helland moved to approve the proposal from In-Tel-A-Choice; motion carried.

After a short discussion the board delegated the Freeland Water District Connection Agreement to Commissioner Helland to review and sign.

A great percentage of the furniture is now in storage at Clinton for both Clinton and Freeland stations upon completion.

The culvert in the driveway is being replaced as required by the County.

- B. Clinton Station Remodel - Testing did prove the presences of asbestos in the Clinton Station and the removal will cost approximately \$10,000.

Request for bids for the remodel project have been advertised and the deadline for submission May 29<sup>th</sup> at 2:00 P.M. with a project walk through by bidders on May 16<sup>th</sup>.

- C. Central Facility - No Action
- D. District Policies Annual Review - Commissioner Helland moved to approve the 2<sup>nd</sup> Reading of the Policies as approved in the reading at April 11<sup>th</sup> meeting.
- E. Tower 39 - Tower 39 remains out of service. A mechanic is scheduled to give a 2<sup>nd</sup> opinion on the repairs needed.

## VII. New Business

- A. Confirm Membership
  - 1. EMTs - Andrea Aikai, Tasha Blasko,, Larry Gardiner, Brenda Hamilton, Leah Helseth, Jan Morton, Reid Pratt, Ann Slattum, Debbie Wilkie,

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and Bernard Webber

2. High School Fire Fighters to Fire Fighters - Jon Shields, Rachele Reading and Keasha Campbell
3. Fire Fighters - Richard Bibby, Carl Cheetham, Richard Gercken, Tiffany Hagood, Paul Hunsaker, Gary McMahan, Jason Myers, Dillon Rogers, Michael Smith, Matthew Van Wetter, and Teresa Welch

Chairman Elliot moved to approve the requested memberships for the above recruit with the exception of the Oak Harbor Fire Fighter Academy members. Their membership will be contingent upon receiving a passing grade on their written state exam; motion carried

- B. Bush Point Station - Assist Chief has requested that the Chief consider the closure of the Bush Point Station. There are building and safety concerns with the continued use of the facility. The Chief will review the situation and report his recommendations at a future meeting..
- C. Saratoga Station - After the attempted reconciliation of accounts, a change order was discovered that had never been processed. Upon Chief Smith's request Commissioner Helland moved to create a line item in the budget for any costs remaining for the construction of the Saratoga Station; motion carried.
- D. Surplus 1968 Van Pelt Engine - Commissioner Helland moved to surplus the 1968 Van Pelt Engine as soon as the new CAF unit is put into service; motion carried.

VIII. Announcements -

Chairman Elliot

- Requested a map and program sent to the Sno-Isle Fire Commissioners Association for the August meeting at the new Freeland Station;
- Expressed his delight in the new CAF unit. The vehicle is expected in the District next week.

Jerry Beck

- Thanked Scot Lincoln and James Enslow for their hard work in the formulating the plans for the District's computer and telecommunications plans.
- Extended an invitation to the Board of Commissioners to experience MCI 2002, June 11, 2002 beginning at 5:00 P.M.

IX. Varia -

- Chief Smith distributed a call volume report/study

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produced by BCSS Darin Reid covering the last 3 years and thanked BC Reid for this valuable work.

- The Board briefly discussed the new legislation allowing Districts to write their own warrants.
- Commissioner Helland requested input on the implementation of Kane's team building recommendations.

X. Executive Session - No Executive Session.

XI. Adjournment - Meeting adjourned at 8:50 P.M.

Paula Schuler  
District Secretary