

ISLAND COUNTY FIRE DISTRICT #3
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
April 14, 2011 – 5:30 P.M.
Minutes

In Attendance:

Chairman Mike Helland
Commissioner Bob Elliot
Commissioner Kenon Simmons
Chief Rusty Palmer

In Audience: Paul Busch, Mike Cotton, Don Mason, Paula Schuler, Sherrye Wyatt, Gary Gabelein

- I. Call to Order – Chairman Helland called the meeting to order at 5:33pm.
- II. Approval of Agenda – Chief Palmer requested to add an executive session to the agenda to discuss Personnel issues. Chief Palmer also requested to move the appointment of the District Secretary after Public Input rather than during New Business. Chairman Helland moved to approve the agenda with the requested changes. Motion carried.
- III. Public Input – none
- IV. Appointment of District Secretary – Chairman Helland administered the Oath of Office to Cindy Rehberg.
- V. So. Whidbey Volunteer FF & EMS – Don Mason asked to present for the Volunteers. Don reported the Volunteers would like to get back to their roots for more than just the Holidays. The Volunteers have helped one family so far and would like to continue to help more families within the department on a regular basis.
- VI. 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
 - i. Regular Meeting March 10, 2011
 - ii. Special Meeting March 17, 2011
 - iii. Special Meeting April 12, 2011
 - b. Finance Officer's Reports
 - c. Monthly Vouchers –
 - i. Payroll Warrants \$69,830.79
 - ii. Vendor Warrants \$79,905.64
 - d. Chief's Report

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

- VII. Unfinished Business
 - a. Bayview Fire Station update – Chief Palmer gave the update of the current progress. The Architects are still in design mode making changes based on

District needs. Chief Palmer believes the changes will be ready to distribute to the members by May 1, 2011 for input.

- b. Department Name update – Chief Palmer gave the top four names to the board for consideration. Chairman Helland and Commissioners Simmons and Elliot agreed the name that best fits the department is ‘South Whidbey Fire and EMS’; they requested more information on the legal process and if there is a need to do so. Chief Palmer will research the process and report his findings to the board.
- c. Port Authority Grant Update – Chairman Helland gave an update on the progress of the grant. The board should have more information on the funding specifics by the end of 2011. The District will wait for grant specifics before purchasing a boat. The Port Commission has not made a decision on the dock due to the need for grant specifics on funding. Chairman Helland also reported that the Coast Guard may request use of the District boat which will need to be discussed at such time.
- d. Freeland Trails Permit – Chief Palmer reported that Island County is waiting for the permit approval and has made contact about the date it will be approved. Commissioner Simmons moved to approve the permit; motion carried.

VIII. New Business - none

IX. Announcements -

- a. Commissioner Simmons acknowledged Paula Schuler as the District Secretary for 19 years and commented on her exceptional service to the District.
- b. Chief Palmer announced an open house for Paula Schuler’s retirement on April 29th, 4:30pm at the Freeland Station.
- c. Chief Palmer announced he will be on vacation from May 5 to 16th 2011. Deputy Chief Cotton will be the acting Chief during his absence.

X. Varia –

- a. Confirm members going to the WFC Conference in Chelan June 4th and 5th. Chairman Helland, Commissioner Elliot, and Chief Palmer, confirmed they will be going to the conference. Commissioner Simmons to report his decision at a later date.
- b. Chief Palmer reported the District has been approached about moving the building on the Bayview property. The District has estimates to remove and dispose of it for approximately \$8,000 according to Deputy Chief Cotton. Commissioner Simmons requested we look at the building for usefulness to the department before making a decision about removal. Chief Palmer will report back to the board about the condition of the building.

XI. Executive Session – Chairman Helland excused the audience and the District Secretary to enter Executive Session with Chief Palmer and Commissioners Simmons and Elliot.

XII. Action taken as result of Executive Session – None

XIII. Adjournment – 6:35p.m.

Cindy Rehberg
District Secretary