

**ISLAND COUNTY FIRE PROTECTION DISTRICT NO. 3
REGULAR MEETING - BAYVIEW STATION
THURSDAY, DECEMBER 12, 1991 - 7:00 P. M.**

Attendance: Gary Gabelein, Commissioner
Ken McClellan, Commissioner

I. CALL TO ORDER

In the absence of Chairman Tom Saunders, Commissioner Gabelein as Vice-chairman called the meeting to order at 7:00 P. M.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was lead by Commissioner McClellan.

III. APPROVAL OF AGENDA

Commissioner Gabelein added resolution for salaries for 1992. Commissioner Gabelein moved to approve the agenda. Motion passed.

IV. APPROVAL OF MINUTES

A. Commissioner Gabelein moved to approve the minutes of the special meeting held on October 14, 1991, as corrected. Motion passed.

B. Commissioner Gabelein moved to approve the minutes of the special meeting held on November 8, 1991, as read. Motion passed.

C. Commissioner Gabelein moved to approve the minutes of the meeting of November 22, 1991, as corrected. Motion passed.

V. VISITORS COMMENTS

None

VI. REPORTS

A. Secretary's

1. Correspondence Received.

Waterman Mill thank you letter with donation.

Trac Park Community Club thank you letter for fighting fire at neighbors house with a donation.

South Whidbey Historical Society thank you letter with donation.

District Five sent a thank you letter for a mutual aid response.

Don Nelson sent a thank you letter on the third anniversary of his heart attack plus a donation to the rescue squad.

Letter from county treasurer about Initiative 559. Need not worry about.

Letter from BVF about rates going up and benefits.

Memo from Chief Klassen to carryover unused vacation. Commissioner Gabelein stated he would not approve any carryover of vacation at this time.

2. Correspondence sent.

Letters to six new recruits about BVF benefits.

B. Finance Officer's

1. Transaction summaries were submitted for November and December.

2. Advance travel and petty cash funds were balanced to the amounts authorized by the resolutions creating these funds.

3. Statement of Operations as of November 30, 1991; Total receipts \$130,671.77, disbursements \$84,263.69, ending cash balance of \$46,408.08.

4. Payroll report. Received 1992 Circular E, FICA rates stay the same but the wage bases will increase for 1992. District 3 may have monthly deposits in excess of \$3,000.00 and it would establish a specific pay date.

5. Retirement system. Employers contribution for LEOFF and PERS is going down as is LEOFF employee contribution while PERS employee contribution is going up.

6. There will be an L & I rate increase, the exact amount is not known at this time. While the wage base for unemployment security will increase and with the rate staying the same.

7. Commissioner Gabelein wanted to add to the finance report about the check from Whidbey General Hospital in the amount of \$4,325.00. Commissioner Gabelein wants this money earmarked for the rescue squad and get some input from the squad. Commissioner McClellan suggested that Harold Moore be contacted for his input.

C. District Chief's

Chief was unable to attend the meeting. The commissioners read the chief's report. Commissioner Gabelein questioned the chief suspending the rule of one year membership in the district before a firefighter could become an EMT. Until a volunteer has shown dedication the district should not reimburse anyone who attends EMT class until they have one year in the district.

D. Commissioner's Reports

1. Commissioner Gabelein stated that the letter from the office of Administrative Hearings to Mr. Clark Snure saying the District was withdrawing its appeal reference Ms. Raley's voluntary quit is in error. The district would continue the appeal.

2. Commissioner Gabelein was wondering if the district was going to get a grant to help remove the fuel storage tanks.

3. Commissioner Gabelein stated we need a firefighter for the Local Board of Volunteer Firefighter.

4. Report of Non Significance from Island County regarding the radio tower.

5. Commissioner Gabelein showed Fire District 11's newspaper and it is available

to all firefighters in District 11.

6. Commissioner McClellan questioned the letter from Clark Snure about Ms. Raley's drawing her unemployment compensation. Where did the Board direction come from to appeal Ms. Raley's unemployment? Did someone take it on their own without Board direction? Commissioner Gabelein said we are protesting this action because of the previous lawsuit. Commissioner McClellan stated this was never discussed at a meeting. Commissioner Gabelein stated there is a reason this case is being appealed in the unemployment office, and until Commissioner McClellan goes into executive session it cannot be divulged in an open meeting why the District is appealing the Raley decision.

7. Commissioner Gabelein announced that he had been elected to another two year term with the Snohomish Island County Board of Commissioners Board of Trustees. Installation will take place at a Dinner meeting in Everett in January.

8. Office signs Commissioner Gabelein complained that the Chief had not put his sign on his door about turning off the heat.

9. Commissioner Gabelein reported he had received a complaint on the Ferry that the Maxwellton engine was backfiring when it responded to a call.

10. Commissioner Gabelein stated he had passed by this Board to have a stop sign installed up by Double R Rent a tool. Need to get the stop sign hung.

11. Commissioner Gabelein wanted to know when we were going to get new stationery as he stated there was Board approval to change the address of the firehall.

12. Commissioner Gabelein stated that Clark Snure had advised him that on January 3, 1992, there was going to be a hearing regarding Treggett's appeal to the Court of Appeals.

13. Oaths of Office. A question has come up in the past about the oath of office. The county has no record of Commissioners Gabelein or McClellan taking their respective oath of office. Oaths will be mailed to the Commissioners and will have to be notarized to be legal.

14. Commissioner Gabelein wanted to remind the Chief that an annual report is due in January to bring everyone up to speed on what has been done in the district.

15. Commissioner Gabelein also requested the Chief to order an appreciation plaque for Commissioner Saunders. Commissioner Gabelein wants to know if it has been

done.

16. Commissioner Gabelein reported that the state auditor also recommends following IRS requirement on volunteer W-2's.

E. Miscellaneous Reports

No miscellaneous reports.

VII. UNFINISHED BUSINESS

A. Tanker credit update. Commissioner Gabelein reported on his finding about the update with L. N. Curtis tanks. Mr. R. E. "Bob" McGinty, commissioner-elect, responded to Commissioner Gabelein's update as Mr. McGinty has had personal contact with L. N. Curtis. Discussion followed.

B. Insurance claim update. Commissioner McClellan reported that the insurance will take care of it. The chief is having problem getting information for police department.

C. Storage update. Commissioner Gabelein wanted some information about the status of the cost or price of storage sheds.

VIII. NEW BUSINESS

A. Commissioner Gabelein moved to pass resolution 91-12 to cancel a warrant to Petrolane Gas Service. Motion passed.

B. Sick leave/vacation update. Commissioner Gabelein reported that the state auditor will strongly recommend that the district adopt new policies in this area. We need better policies. What we have is very vague. State auditor says no leave can be taken by anyone unless it is district policy approved by the Board. As for the 1-23-91 Board Meeting, Commissioner Gabelein said the Chief was directed to maintain a calendar for employees and have it available anytime for review. I have requested employee status on leave. I have received no response on this. I have been told by the state auditor if I have questions about vouchers that I can refuse payment until I get my answers. Commissioner Gabelein said that he had some questions about employee leave and threatened not to approve the Chief's pay voucher.

C. Regarding a voucher from last month reference Susan Raley, Commissioner Gabelein

acknowledged an error was made by not adding 10 days to 1990 vacation. But he had some questions about her sick leave. Discussion followed.

D. Salary discussion. Information from the state auditor via Commissioner Gabelein. The state auditor told him (Commissioner Gabelein) that it is required by law to have a resolution on file prior to January 1 for paid staff. Discussion followed. No action taken now, any further discussion postponed until the new board is seated.

E. Commissioner Gabelein then asked Commissioner McClellan why he thought that a \$50.00 attorney bill was Commissioner Gabelein's personal business and not an appropriate District expense. Heated discussion followed.

F. Approval of vouchers. Commissioner McClellan moved to pay the vouchers in the amount of \$124,407.03. Motion passed.

IX. EXECUTIVE SESSION

No executive session.

X. ANNOUNCEMENTS

No Announcements were made.

XI. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 9:20 P. M.

Secretary

M. D. "Mike" Carter, Interim District
Island County Fire District No. 3