

**ISLAND COUNTY FIRE DISTRICT #3**  
**REGULAR MEETING - BAYVIEW STATION**  
**February 14, 2002 - 7:00 P.M.**  
**Minutes**

In Attendance:

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

Guests: Lt. Jerry Beck, BC-SS Darin Reid, DC Don Elliot, DC Les Hagstrom, Faye Elliot, FF Gary Gabelein, and Capt. Eldon Baker

- I. Call to Order - Chairman Elliot called the meeting to order at 7:05 P.M.
- II. Approval of Agenda - Commissioner Helland moved to approve the agenda as printed; motion carried.
- III. Baldwin Resources Group Representative Pat Roley - Mr. Roley reviewed the District's current insurance policy with the Board and answered questions to clarify the District's coverage. The Board requested Mr. Roley research coverage available to augment what the District already carries for the volunteers if the volunteer's life is lost in the line of duty.
- IV. Public Input - Lt. Eldon Baker presented the Board with the finalized picture of the District's apparatus taken last fall. The Board was quite pleased with the outcome and commended Lt. Baker and BC-SS Reid for the time and energy spent on the project.

At this time Chairman Elliot moved to address Item VI.E. - The Finalized Budget Review out of order; motion carried.

Chairman Elliot moved to transfer \$500,000 from the Reserve Fund into the Facilities Fund; Motion carried.

- 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. January 10, 2002
    2. January 18, 2002
    3. February 5, 2002
  - B. Report of Correspondences

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- C. Finance Officer's Report
- D. Monthly Vouchers -
  - 1. Payroll - January 1-15, 2001 - \$1,488.35
  - 2. Payroll - January 16-30, 2001 - \$14,815.61
  - 3. Payroll - Command \$201.20
  - 4. 13 Month 2001 Vouchers \$8,079.90
  - 5. January 2002 vouchers \$192,772.66
- E. Chief's Report
- F. Resolution 2002-04 Closing Budget Year 2001 and Establishing Expenditure Budget for 2002

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

VI. Unfinished Business

- A. Freeland Station - The roofing is almost finished and the lock system has been established. The furnishings will be ordered shortly.

Minor adjustments have been made to the station to accommodate the Chief and Administrative Assistant temporarily relocating their offices to the new station.

Chief Smith expressed his hesitation to install free weights in the new gym because of the liabilities, the Board concurred.

The garage doors are being changed in light of recent issues with similar doors at Whidbey 1's Oak Harbor Quarters.

- B. Clinton Station Remodel - Permits have been submitted to the Island County Building Department.
- C. Central Facility - Conceptualization data is still being collected. The Board requested the Chief contact the Thompson Road community to keep them abreast of the District's progress on the conceptualization.
- D. District Policies Annual Review - The Board discussed the annual policies review process. All suggested changes must be available for proofing by the March regular meeting.
- E. Finalized Budget Review - Addressed earlier in the meeting.

VII. New Business

- A. Confirm Membership of Fire Fighters Brian Vick and Elizabeth Smith - Commissioner Helland moved to confirm the memberships of Elizabeth Smith and Brian Vick; motion carried.
- B. So Whidbey Volunteer FF & EMS Association Business - In

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reference to the attached correspondence from the Association, Commissioner Helland moved to approve the Association's request with the stipulation that the drill credit for an association meeting be extended to only one drill per month and that it be an open drill; motion carried.

VIII. Announcements -

Ryan Furman was reported to have been fighting pneumonia this past week.

Officers' Meeting this Saturday with a Commissioners Special Meeting to follow at 9:00 AM to review the Team Building Processes.

Gary Gabelein reported that the SnoIsl Commissioners Association recognized David Henny at their annual meeting.

IX. Varia - The Board granted District Secretary Schuler's request to be excused for the July Meeting.

Lt. Beck:

- o Informed the Board that Captain Andy O'Keefe donated a \$1,000 light bar and requested the District send him a thank you.
- o Requested the Board's permission to post draft minutes on the private side of the District's web page. (this was table for the Officers' meeting Saturday.)
- o Asked if the Board had noticed the Clinton siren is working again.

X. Executive Session - No Executive Session

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

Paula Schuler  
District Secretary