

ISLAND COUNTY FIRE DISTRICT #3

REGULAR MEETING

5535 Cameron Road, Freeland, Washington

April 10, 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, Steve VanDyke and Blake Richards (Malden Fire Department representatives), Gayle Saran (South Whidbey Record). Bert Bennehoff (Buyer's Data), Paul Arand

- I. Call to Order - Chairman Webster 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 - Paul Arand requested the District look into allowing employees time to volunteer in the community. The Board and Chief Smith assured Mr. Arand that the District administration works with exempt employees and encourages them to participate in community/family activities as warranted.
- IV. So. Whidbey Volunteer FF & EMS Associations - Jerry Beck as representative reported nothing to report.
- V. Van Pelt Transfer of Title - Representatives of Malden Volunteer Fire Department stepped forward and in exchange for \$1.00 received title to the 1968 Van Pelt. May it serve them long and well.
- 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
 1. March 12, 2003 Regular Meeting

Island County Fire District #3
Regular Commissioners Meeting
April 10, 2003 - Minutes

- B. Report of Correspondences
- C. Finance Officer's Report
- D. Monthly Vouchers -
 - 1. Payroll - March 1-15, 2003 \$14,472.91
 - 2. Payroll - March 16-31, 2003 - \$14,518.56
 - 3. Payroll - March IRS Command \$149.94
 - 4. March 2003 Vouchers \$34,298.95
- E. Chief's Report

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

VII. Unfinished Business

- A. Freeland Station - The contract to re-work the scupper for storm run off is with GemKow Inc. for review.
- B. Sale of Property - Tabled for Executive Session

VIII. New Business

- A. Staff/Board Communication Tools - The Board members gave positive input to the upgrading of communications with staff by email. The Board agreed it was time to replace FAX machines with newer technology. The Chief was directed to review and suggest amendments to District Policy that would improve communications between the elected officials and the District office.
- B. Radio Tower Leases - The Board requested more information to assess the costs associated to the tower and passing these on the lessees.
- C. District Policies Review - Table for May 8, 2003, Regular Commissioners Meeting
- D. Budget Resolution 2003-01 Amendment - Commissioner Helland moved to update the attachment to Resolution 2003-01 to reflect the adjusted 2003 Budgeted Revenue; motion carried.
- E. Special Operations Vehicle - Commissioner Elliot moved to pull \$15,000 from the Vehicle Reserve Fund and create a line item in the budget to purchase and outfit a replacement for the surplused utility vehicle; motion carried.

IX. Announcements - No Announcements.

X. Varia -

Chief Smith reported the state will be requiring Fire Districts to financially report directly to the state possibly as soon as 2004. As a junior taxing district the District has fallen under the county's umbrella and

Island County Fire District #3
Regular Commissioners Meeting
April 10, 2003 - Minutes

never had to report to the county or state financially. This change will require the District to report according to BARS account numbers.

The Board requested a more in depth research on specialized executive search firms.

Jerry Beck was given the floor to express his concern of the increasing number of false alarm calls by commercial alarms in the District. He reported his financial projection on lost revenue and expenses incurred by the District and if the District charged for these service calls it would be incentive for the owners to repair and upgrade their alarms . The Board requested further research on the matter.

- XI. Executive Session - Discuss Sale of District Property - Chairman Webster recessed the meeting into a 30 minute Executive Session to discuss the sale of District Real Estate. Byers Data, Bert Bennehoff, was invited into the meeting to counsel the Board as they discussed the prices to be set for these properties.

At 9:30 the Board reconvened at which time Chairman Webster moved to set the minimum selling prices for the properties as follows: East Harbor Road (old Freeland Station) - \$144,394, Saratoga Road (old Saratoga Station) - \$83,089 and High Road (Bush Point Station) - \$33,704. The sales will be by closed bids to be opened at the next Regular Commissioners Meeting May 8, 2003; motion carried. All bids and bidders will be directed to Buyers Data.

- XII. Adjournment - Meeting adjourned at 9:40 P.M.

Paula Schuler
District Secretary