

ISLAND COUNTY FIRE DISTRICT #3

REGULAR MEETING

5535 Cameron Road, Freeland, Washington

October 16, 2003 - 7:00 P.M.

MINUTES

In attendance:

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

Guests: Jerry Beck, Gary Gabelein, Don Elliot, and Les Hagstrom

- I. Call to Order - Chairman Webster 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. Public Input - No public input.
- IV. So. Whidbey Volunteer FF & EMS Associations - Lt. Jerry Beck stepped forward as the newly elected president of the Volunteer Association. He reported that the following volunteers were elected to represent each segment of the organization: Vice-President - Capt/EMT Eldon Baker; Secretary/Treasurer - Stephanie Reid; Support Services - Joanne Guernsey; Station 31 (Freeland) - FF James Wrightson; Station 32 (Clinton) - Lt. Jerry Beck; Station 33 (Maxwelton) - FF Richard Bibby; Station 35 (Saratoga) - FF/EMT Paul Hunsaker; Station 36 (Bayview) - FF/EMT Don Mason; Station 39 (Langley) - FF Wayne Russell; Section 37 (Medical) - EMT Debbie Wilkie; Section 38 (Rescue) - FF/EMT Alison Neschke.

The Association elected BC Donald Elliot (and 2 alternates) to represent the volunteers in the upcoming assessment board for the new fire chief. The Commissioners discussed the prior decision that a prerequisite for the representative was this person not be an employee of the District. Lt. Beck apologized that although he was aware of this stipulation he inadvertently neglected to relayed it to the association.

Chairman Webster moved to avoid any conflicts of interest, and because the Board had agreed in a prior meeting to no employees on the assessment board, to request an alternate be appointed who is not an employee of the District; motion carried, Commissioner Elliot abstained.

The first alternate FF/EMT Don Mason will be the representative for the Volunteer Association for the assessment center.

- V. Consent Agenda - All matters listed within the Consent

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October 16, 2003 - Draft Minutes

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. August 28, 2003 Special Meeting
 - 2. September 11, 2003 Regular Meeting
- B. Finance Officer's Reports
- C. Monthly Vouchers -
 - 1. Payroll - September 1-15, 2003 \$14,036.36
 - 2. Payroll - September 16-31, 2003 - \$14,614.11
 - 3. Payroll - September IRS Command \$175.19
 - 4. September 2003 Vouchers \$123,200.09
 - 5. Chief's Report

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

VI. Unfinished Business

- A. East Harbor Road Property - The Senior Services are in the process of vacating the old fire station. Island County Sheriff's Office, Building Department and Commissioner have a meeting scheduled November 4, 2003 9:00 AM to discuss the proposal to buy the property. Commissioner Helland volunteered to attend the meeting to represent the Board of Fire Commissioners.
- B. Executive Search - Nothing to report from ESCi. There was discussion regarding the selection of a representative from the business community and general public. The assessment team is close to being finalized and locations have been reserved.

VII. New Business

- A. Membership confirmation - FF Kevin Simmons and High School Firefighter to FF Eric Flister - Commissioner Helland moved to confirm the memberships of FF Kevin Simmons and FF Eric Flister; motion carried.
- B. Surplused Vehicle Placement - Commissioner Helland, in reference to the attached letter from Washington State University Fire Department requesting the donation of a surplused utility vehicle, moved to draft a resolution to transfer ownership of the District's surplused utility vehicle to WSU with Chairman Webster signing on behalf of the board; motion carried.
- C. 2004 Preliminary Budget - The Local Chiefs have reviewed the preliminary draft of the 2004 Budget and made several significant cuts. The Board requested a

revised Preliminary Budget reflecting these cuts.

VIII. Announcements -

- October 23-25, 2003 Washington Fire Commissioners Association Conference, Spokane
- October 19, 2003, 7:30 AM to 12:30 pm, Association Benefit Pancake Breakfast for Rick Furman Family at the High School.
- October 24, 2003, 8:00 PM to 12:00 AM Association Halloween Benefit Dance for the Rick Furman Family at the Freeland Hall.
- November 6, 2003, 9:30 AM exit interview telephone conference with the State Auditors Office. Chairman Webster will represent the Board with Commissioner Elliot as alternate.

IX. Varia -

- The Board of Commissioners gave special recognition to Mrs. Betty Lehman for her generous donation of the American Flag, which had flown over the Capital in Washington DC and a new State of Washington flag.
- Jerry Beck & Company, Inc. requested the Board be cognizant of the repercussions the postponement of the Board's regular meetings have on vendors especially small businesses.
- Chief Smith informed the Board that as soon as necessary paperwork is in place the District will be ready to write its own warrants.

X. Executive Session - No Executive Session

XI. Adjournment - Meeting adjourned at 8:05 pm.

Paula Schuler
District Secretary