

ISLAND COUNTY FIRE DISTRICT #3

SPECIAL MEETING - BAYVIEW STATION

August 23, 2001, 6:00 P.M.

Minutes

In Attendance:

Chairman Mike Helland
Commissioner Bill Benjamin
Commissioner Bob Elliot
Chief Don Smith

Audience: Capt. Eldon Baker, BC Darin Reid, DC Don Elliot, AC Paul Busch, Chris Kane

I. Call to Order - Chairman Mike Helland called the meeting to order at 6:00 P.M.

II. Approval of Agenda - Commissioner Benjamin moved to approve the Agenda as printed; motion carried.

III. Old Business -

A. Freeland Station

1. Construction Bid - Chief Smith met with Carletti Architects and compared their notes on reference checks and building inspections researching the low bidder's qualifications. The search brought to their attention several issues but none were significant enough to withhold awarding the bid.

Commissioner Elliot, upon the recommendation from Chief Smith and Carletti Architects, moved to award the new Freeland Station bid to the lowest bidder, Jenkins Inc., for \$1,010,600; motion carried.

2. Project Manager - Earlier in the day Chief Smith sent the Board the proposed Construction Project Consultant job description. After minor changes the Board approved the job description. The Chief then proposed a process for advertising, interviewing, and selection criteria. Commissioner Benjamin moved to advertise for a Construction Project Consultant; motion carried.

The advertisement will run in the local paper want ads column September 29th and October 1st, 2001.

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Resumes must be into the District office no later than noon on September 7, 2001. Three finalist will be invited to interview September 13, 2001.

- B. Organizational Development Specialist - Christopher Kane, Consultant, Baldwin Resource Group, Inc stepped forward to deliver his findings on the interviews with the District's staff and chief officers.
- IV. Executive Session - Chairman Helland recessed the meeting into Executive Session for forty five minutes to receive Mr. Kane's report.

At 7:15 the meeting reconvened. Discussion with Mr. Kane regarding Phase II (Team Building Process) followed. The Commissioners requested that Mr. Kane provide additional information and directed the Chief to work with Mr. Kane to schedule Phase II.
- V. Adjournment - Meeting adjourned at 8:05 P.M.

Paula Schuler
District Secretary