

ISLAND COUNTY FIRE DISTRICT #3
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
August 11, 2011 – 5:30 P.M.

MINUTES

In Attendance:

Chairman Mike Helland
Commissioner Kenon Simmons
Commissioner Bob Elliot
Chief Rusty Palmer

In Audience: AC Paul Busch, DC Jon Beck, DC Mike Cotton, Div. Chief Connie Shields, Jimmy Berto, Gary Gabelein, Don Mason, Susan Marchese, Ken Starkweather, Jerry Beck

- I. Call to Order – Chairman Helland called the meeting to order at 5:30pm.
- II. Approval of Agenda – Commissioner Elliot moved to approve the agenda, motion carried.
- III. Public Input - none
- IV. So. Whidbey Volunteer FF & EMS - none
- 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.

Commissioner Simmons moved to approve the Consent Agenda, motion carried .

- a. Approval of Minutes
 - i. Regular Meeting July 14th, 2011
 - b. Finance Officer's Reports
 - c. Monthly Vouchers -
 - i. Payroll Warrants - \$53,779.78
 - ii. Vendor Warrants - \$89,347.54
 - d. Chief's Report
 - e. Resolution no. 2011-07 - canceling warrant
- VI. Unfinished Business
- a. Volunteer Points Process – Chief Palmer gave an update on the Volunteer Points Reimbursement research. We have been testing the 20% rule based on information in the '2011 Wage and Benefit Survey'. Averages were taken from comparable Districts based on population, number of calls for service, and departments with career staff. Based on the research we are within the 20% of the pay for a full time career position for most of our Volunteers. The second test the District must meet is based on a 'Nominal Fee' guideline. Research is currently being done to determine if the District needs to implement a cap on points to stay within the nominal fee guidelines. An SOP's has been drafted and is under review by the attorney.
 - b. Surplus Equipment – Chief Palmer presented a list of hose no longer usable by the District. Page one of the list included hose to be destroyed due to defect or damage. Page two included a list of 1 ½" hose that is no longer used by the District but is usable by water districts for hydrant

testing. Commissioner Simmons moved to approve page one for destruction and page two for surplus; motion carried.

- c. District Investments – The board discussed the list of available options including long term CD's, Bonds, and the State Pool available through the County Treasurer. The District will stay with the State Pool for now based on the market and length of the CD's or Bonds.

VII. New Business –

- a. Island H2O – The board was given an update of the current status of the District account and the correspondence with the owner of Island H2O. Commissioner Simmons agreed to call the owner to discuss the late fees accrued due to untimely billing by Island H2O.
- b. Direct Deposit Payroll – The board had no objection to the full time Administrative Assistants being placed on the Direct Deposit Payroll.

VIII. Announcements –

- a. Chief Palmer expressed the District's sympathy for the passing of Dick Gercken, former Fire Fighter and husband to Paula Schuler. Chief Palmer will give the details of the memorial to the members and Commissioner when he receives them.
- b. Commissioner Elliot announced he will be off the Island from August 23rd to September 15th.

IX. Varia –

- a. The next Regular Commissioners meeting will be held on September 15th based on the length of the first week and the holiday.
- b. The board was given a copy of the new blanket certification for warrants to replace certifying each voucher.

X. Executive Session - none

XI. Action taken as result of Executive Session -

XII. Adjournment – The meeting adjourned at 6:05 pm.

Cindy Rehberg
District Secretary