

ISLAND COUNTY FIRE DISTRICT #3

REGULAR MEETING

5535 Cameron Road, Freeland, Washington

May 8, 2003 - 7:00 P.M.

MINUTES

In attendance:

Commissioner Mike Helland
Commissioner Bob Elliot
Chief Don Smith

Guests: See attached sign in sheet.

- I. Call to Order - Vice-Chairman Elliot 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 - Gary Gabelein reminded the District of the items in storage at the stations being sold and in jest expressed his hope it was not all coming back to the Bayview Station.
- IV. So. Whidbey Volunteer FF & EMS Associations - Jerry Beck gave a nil report.
- 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. April 10, 2003 Regular Meeting
 - B. Report of Correspondences
 - C. Finance Officer's Report
 - D. Monthly Vouchers -
 1. Payroll - April 1-15, 2003 \$14,190.35
 2. Payroll - April 16-30, 2003 - \$14,324.58
 3. Payroll - April IRS Command \$142.29
 4. April 2003 Vouchers ~~\$36,039.80~~ \$36,446.31
 - E. Chief's Report

Commissioner Helland moved to approve the Consent Agenda with the addition of the Nextel Voucher bring total vouchers to \$36,446.31; motion carried.

VI. Unfinished Business

- A. Freeland Station - Chief Smith reported he will be meeting with the contractor and civil engineer next week and that work on correcting the drainage swale will be underway by May 19th.

Commissioner Helland moved to deviate from the agenda and address Item VII.B. Executive Search in consideration of Mr. Freshour's need to catch a ferry; motion carried.

VII.B. Executive Search - Chief Smith introduced Mr. Jerry Freshour from Emergency Services Consulting Inc. (ESCI). Mr. Freshour distributed ESCI's proposal for an executive search and assessment center. After the Board assimilates the material they will call for a Special Meeting to discuss the program and a contract.

VI. Unfinished Business

- B. Sale of Property - The Board reviewed the minutes from an earlier meeting stating the conditions of sale. The District's agent Bert Bennehoff then read the property bids without revealing the bidders.
 - 1. East Harbor Road Property
 - \$119,250.00
 - \$111,000.00
 - 2. High Road Property
 - \$30,900
 - 3. Saratoga Road Property
 - \$65,065.00 w/\$3000 escalation clause
 - \$66,100.00
 - \$32,400.00

At 7:25 the Board recessed into Executive Session with Mr. Bennehoff, Chief Smith and the Board Secretary to examine the bids. Upon reconvening at 7:45 Commissioner Helland stated that the District did not receive the minimum sale price as advertised for any of the properties. Commissioner Helland then moved to accept the bids as submitted and award the sale to the highest bidder for each property; motion carried.

Commissioner Helland moved to have Chief Smith execute sales contracts in behalf of the District; motion carried.

- C. Staff/Board Communication Tools - Tabled until all three commissioners will be available for the discussion.

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- D. District Policy Review - Table for Special Meeting during Chelan Conference.

VII. New Business

- A. Service Call Charges - Table and to be included in District Policies.
- B. Executive Search - See above.

VIII. Announcements - Vice Chairman Elliot expressed his enthusiasm for the WFCA Ocean Shores Conference budget seminar he attended.

Admin. Assistant/District Secretary will be in Florida next week with a family medical emergency.

- IX. Varia - Chief Smith stated the new janitorial service is up and running with a 6 months probation period. He also informed the Board that the C31 Bronco will be reassigned to C34/300 Duty and he will start driving the Ford Taurus formerly C34/300.
- X. Executive Session - Discuss Sale of District Property - see above.
- XI. Adjournment - Meeting adjourned at 8:15 P.M.

Paula Schuler
District Secretary