

# ***ISLAND COUNTY FIRE DISTRICT #3***

## **REGULAR MEETING**

**5535 Cameron Road, Freeland, Washington**

**February 8, 2007 – 7:00 P.M.**

### **MINUTES**

#### **In Attendance:**

Chairman Mike Helland  
Commissioner Bob Elliot  
Commissioner Dennis Webster  
Chief Dan Stout

#### **Guests:**

Gary Gabelein and Joe Freia

- I. Call to Order – Chairman Helland called the meeting to order at 7:00 p.m.
- II. Approval of Agenda – Commissioner Webster moved to approve the Agenda as printed; motion carried.
- III. Public Input - Nil
- IV. So. Whidbey Volunteer FF & EMS – FF Gabelein reported the Association is planning a pancake breakfast at the High School to assist Jon Shields' family with his recovery expenses. There is also a Garage Sale later on.
- 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. January 11, 2007 Regular Meeting
    2. January 20, 2007 Special Meeting
    3. January 23, 2007 Special Meeting
  - B. Finance Officer's Reports
  - C. Monthly Vouchers –
    1. January 2007 Payroll – \$53,975.49
    2. January 2007 Warrants - \$63,900.80
  - D. Chief's Report
  - E. Policy Revisions – 1<sup>st</sup> Reading – Section 4.3.4.2, 4.13.2.7, and Section 5.2.5.2.6.1
  - F. Resolution 2007-01 – Multi-Jurisdiction Hazard Mitigation Plan

Commissioner Elliot moved to approve the Consent Agenda with the exception of Item E – Policy Revisions; Motion Carried

Upon clarification of the changes to the Personnel Policy Commissioner Webster moved to approve the 1<sup>st</sup> Reading to the Policy revisions; motion carried.

#### **VI. Unfinished Business**

- A. Langley Property – Island Transit is moving forward to purchase their portion of the Camano Avenue property as agreed upon.

These minutes are not official until approved in a Regular Commissioners Meeting.

Carletti has submitted the pre-application and the project is on track with the time line projection. The cost estimate should be available February 15<sup>th</sup>.

- B. 2007 Budget - Resolution 2007-02 – Commissioner Webster moved to approve Resolution 2007-02 Closing the 2006 Budget and Finalizing the 2007 Budget according to the report attached.
- C. Strategic Plan – With more than 12 months of work behind them the Board brought the Strategic Plan to the table. Commissioner Elliot moved to approve and accept the Strategic Plan as presented; motion carried.

There will be copies for each board member, all the officers and staff in the District with copies available to the public upon request.

VII. New Business

- A. Confirmation of Membership – FF Scott Carscadden – Commissioner Webster moved to approve the membership FF Scot Carscadden; motion carried.
- B. EMS Consultant-Scope of Work – Chief Stout reported he is ready to contact the consultant to begin the EMS study. Commissioner Webster moved to approve the draft scope of work as prepared by Chief Stout; motion carried.

VIII. Announcements

Chief Stout reported:

- The 2003-2005 State Audit is complete and the Exit Interview showed no findings or recommendations.
- The District has a new part-time maintenance employee, Michael Cherry, who comes with decades of automotive experience.
- The goal to have all staff back under one roof at the Freeland Station is May 1<sup>st</sup>.
- The Humphrey House will have its first tenant beginning March 1<sup>st</sup>.

Board members or staff out of the District next months included:

- Commissioner Webster 2/14-2/21
- Chairman Helland 3/16-3/21
- Secretary Schuler 2/13-2/19

IX. Varia

Commissioner Elliot expressed his concern regarding the current repair bills on the Readi Tower.

- X. Executive Session – At 7:45 Chairman Helland recessed the meeting into a 10 minute Executive Session to discuss real estate. Meeting reconvened at 7:55 p.m.
- XI. Adjournment - With no further business Chairman Helland adjourned the meeting at 8:00 p.m.

Paula Schuler  
District Secretary