

ISLAND COUNTY FIRE DISTRICT #3
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
October 9, 2008 – 5:30 P.M.
Minutes

In Attendance:

Chairman Mike Helland
Commissioner Bob Elliot
Commissioner Kenon Simmons
Chief Dan Stout

Audience: Jerry Beck, Scot Carscadden, Paul Busch and Whitman County Fire District #3
Commissioner Tom Hodges, Chief Joe, and Lieutenant John Jeffries.

- I. Call to Order – Chairman Helland opened the meeting at 5:35 P.M.
- II. Approval of Agenda – Commissioner Simmons moved to approve the Agenda as printed; motion carried.
- III. Public Input – Lt. Jerry Beck reported to the Board for Fire Prevention week at the schools the District worked with 300 students at the primary school, 105 students from the Wellington School and Langley Preschool, and with Middle Schools' 150 students worked with live fire and extinguishers.
- IV. So. Whidbey Volunteer FF & EMS – President Don Elliot reported all is quiet.
- 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. Regular Meeting September 11, 2008
 - B. Finance Officer's Reports
 - C. Monthly Vouchers –
 1. September 2008 Payroll – \$59,022.78
 2. September 2008 Warrants - ~~\$188,579.86~~ \$195,943.16
 - D. Chiefs Report
 - E. Resolution 2008-09 Rescinding Resolution 2008-07 and Canceling Warrant 644557.

With the additional check added to the warrants, Commissioner Simmons moved to approve the Consent Agenda; Motion carried.

- VII.B. The Board agreed in consideration of the travel time and comfort of the representatives from Whitman County #10 the board addressed the Donation/Sale of the Pierce Engine 352 at this time. Chief McLachlan brought forward \$1 and much gratitude for the Board's decision to keep the 1982 engine in the fire service and with a District in dire need of a newer engine.
- VI. Unfinished Business
 - A. Langley Property/Station 34 – Last minute details are being wrapped up. Thanks to Jerry Beck and his expertise in supervising the installation of the electrical and data lines. There is a meeting next week with the sub-contractors and hopefully

the City of Langley will have certificate of occupancy this month. Open house maybe the 2nd weekend of November.

The large fir tree on the Manchester easement suffered slight root damage and an arborist has given it a clean bill of health. The City of Langley has requested a Memorandum of Understanding that if the tree dies within the next 5 years Island Transit and Fire District #3 will pay \$5,000 to have it replaced. Commissioner Elliot moved to authorize Chief Stout to sign the MOU; Discussion followed. Motion carried with Commissioner Simmons opposing.

The original plan for a generator at this station was to move the Verlaine Street generator to Camano Ave. Plans have changed and now a generator is needed. Chief Stout distributed a proposal to the board for an installed generator. Discussion followed, top priority reasons for the generator were opening shutting bay doors (it takes 7 minutes to raise the doors by hand) lights and heat for occupation during a disaster for emergency workers. Commissioner Helland moved to approve the proposal; motion carried.

- B. Bayview Property/Central Facility – Architects are working on the drawings.
- C. Station 32 (Clinton) and 33 (Maxwelton) Re-roofing Project – The asbestos survey is completed and waiting for the results.
- D. 2009 Budget
 - 1. Resolution 2008-10 – Revenue Budget –
 - 2. Resolution 2008-11 – 2009 Levy Request

Commissioner Elliot moved to approve Resolution 2008-10 and 2008-11; motion carried. Commissioner Simmons moved to approve the Preliminary Budget; motion carried.

Chief Stout requested permission to order the 3 Ford Expeditions now as the order timing for the vehicles is crucial if the District is to receive the vehicles before next fall. The Board brought up the question of why Expeditions. Answer was the only 4x4 SUV on state contract that meets the Districts requirements (large enough to carry backboards and no console between the seats to have space for radios and light controls.) The Board postponed a decision and requested a market analysis with focus not only on price, configuration but gas mileage too.

VII. New Business

- A. Confirm membership HS/FF to FF Joshua Neil – Commissioner Simmons moved to confirm the membership of FF Joshua Neil; Motion carried.
- B. Donation of Pierce Engine 352 – see above.

VIII. Announcements – - Captain Les Hagstrom is retiring with 38 years of service November 1st. He will be sorely missed. A party at Station 34 is planned for November 4th.

National Fire Academy is having a Strategy and Tactics for Initial Company Operations class here and 19 ICFD#3 volunteers have signed up.

Secretary Schuler will out of the office Oct 13-21.

IX. Varia – Nil

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- X. Executive Session – At 7:30 P.M. Chairman Helland recessed the meeting for a 10 minute Executive Session to discuss a personnel issue.
- XI. Action taken as result of Executive Session – Commissioner Simmons moved to authorize a 5% pay increase the Administrative Assistant/Financial Management position and adjust the payroll matrix accordingly; motion carried.
- XII. Adjournment – Meeting adjourned at 7:45 P.M.

Paula Schuler
District Secretary