

***ISLAND COUNTY FIRE DISTRICT #3***  
**REGULAR MEETING**  
**5535 Cameron Road, Freeland, Washington**  
**June 9, 2011 – 5:30 P.M.**

**Minutes**

**In Attendance:**

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

**In Audience:** DC Mike Cotton, DC Jon Beck, Gary Gabelein

- I. Call to Order – Chairman Helland called the meeting to order at 5:35pm.
- 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.
  - a. Approval of Minutes
    - i. Regular Meeting May 12, 2011
  - b. Finance Officer's Reports
  - c. Monthly Vouchers –
    - i. Payroll Warrants \$74,521.12
    - ii. Vendor Warrants – \$76,603.44
  - d. Chief's Report

Commissioner Elliot moved to approve the Consent agenda; motion carried.

- VI. Unfinished Business
  - a. Bayview Fire Station update – Chief Palmer gave an update on the progress. He sent the plans to the members and is currently receiving a large amount of suggestions and ideas, which he will compile after 30 days for the Commissioners to review. Assistant Chief Busch and Deputy Chiefs Cotton and Beck are also reviewing the plans for workability and design.
  - b. District Name – Chief Palmer gave two names that have become the most liked; South Whidbey Fire and Rescue and South Whidbey Fire and EMS. Chief Palmer asked the Commissioners for their direction on the next step and their opinions on the names. Commissioner Simmons gave his input on South Whidbey Fire and EMS; that it describes who and what we really are. Commissioner Elliot agreed with Commissioner Simmons opinion. DC Cotton and DC Beck agreed with South Whidbey Fire and EMS as the best choice of the two names. The Commissioners requested that Chief Palmer present a name change plan for review at the July Regular Commissioners meeting.
- VII. New Business –

- a. Surplus Radio/Pager Equipment – Chief Palmer provided a list of surplus equipment to the Commissioners explaining why the items were no longer valuable or usable to the District. Chairman Helland requested we contact the water districts or other county departments about using the hoses for flush regulations on hydrants. Chief Palmer agreed to do so before disposing of them. Commissioner Elliot moved to approve the list for surplus; motion carried.

VIII. Announcements -

- a. Chief Palmer announced he will be presenting the mid-year budget next month.
- b. Commissioner Simmons stated he enjoyed watching the MCI.
- c. Chief Palmer gave Kudos to DC Cotton, Capt. Mason, Div. Chief Shields and Lt. Starkweather for their performance related to the MCI.
- d. Chief Palmer reported that three Member injuries were related to the MCI activities, but no Civilian Volunteers were harmed during the event.

IX. Varia –

- a. Chief Palmer discussed moving the District Small Works Roster to MRSC rather than our current method. The new Roster is less expensive and includes advertising. We are the only County department not using it currently.
- b. Chief Palmer reported a dog bite injury to a Member while on an EMS call. The injury is healed and no medical attention is needed.
- c. Chief Palmer presented a request for access from Island County Public Health. The request is to take samples for follow up on the surface water program. We will grant them access to the Bayview property to do so.
- d. Chief Palmer requested we look at our policy for compensation time vs. overtime pay for fulltime hourly employees. He will research the topic and present a new policy on the matter at a future meeting.
- e. Chief Palmer brought an Accounts Payable issue to the Commissioners attention. Island H2O has \$70.04 in late fees assessed on our account due mostly to untimely billing. Chairman Helland stated we will request the fees be dropped based on our policy and payment methods. Commissioner Simmons requested we consider bids on the service from other Vendors. If fees are not waived they will be presented to the board for consideration of payment in the July Regular Commissioners meeting.

X. Executive Session –

- a. Chairman Helland excused the audience and the District Secretary to enter Executive Session with Chief Palmer and Commissioners Simmons and Elliot to discuss a personnel performance matter.

XI. Action taken as result of Executive Session – No action was taken.

XII. Adjournment – 6:35pm

Cindy Rehberg  
District Secretary