

ISLAND COUNTY FIRE DISTRICT #3
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
May 13, 2010 – 5:30 P.M.
MINUTES

In Attendance:

Commissioner Bob Elliot
Commissioner Mike Helland
Chief Rusty Palmer

Excused: Chairman Kenon Simmons

Audience: Jerry Beck, Jon Beck, Jimmy Berto, Gary Gabelein, Don Mason, and Frank Mestemacher

- I. Call to Order – Vice Chair Mike Helland called the meeting to order at 5:30pm.
- II. Approval of Agenda – Commissioner Elliot moved to approve the Agenda as printed; motion carried.
- III. Public Input – Nil
- IV. So. Whidbey Volunteer FF & EMS – FF Berto reported the funding for scholarships for 2009 is completed and the planning for 2 scholarships in 2010 is in progress.
- 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 April 8, 2010
 - B. Finance Officer's Reports
 - C. Monthly Vouchers –
 1. April 2010 Payroll Warrants #647660-771 & 126-37 \$55,524.03
 2. Warrants #647772-834 \$89,790.84
 - D. Chiefs Report

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

- VI. Unfinished Business
 - A. Bayview Property/Central Facility – Permit update – Carletti Architectures reported the permit is in hand. Public Works and the Health Department have a couple small issues and the responses are in process.
 - B. Thompson Road Property – Wetland Delineation Update – Report with maps is complete and available to any prospective owner. A copy is being forwarded to the District's sales agent.
 - C. Final Reading Policy 4.23.3.1 Volunteer Discipline Revision – Clarification of Readings – This item was completed last month. Only 2 reading required by District Policy.

At this time Chair Helland momentarily stopped the meeting to welcome Retired FF Frank Mestemacher and invited him to come forward. Frank was presented with his retired badge and

given deep appreciation for his dedicated service to the District and Community.

VII. New Business

- A. Confirmation of Membership – EMTs Heidi Peters and Annie Doran.
Commissioner Elliot moved to confirm the memberships of the new EMTs Heidi Peters and Annie Doran adding HS FF Kevin Rookstool to the roster as FF Kevin Rookstool; motion carried.
- B. Mutual Aid Agreement with NAS Whidbey –Chief Palmer brought to the Boards attention that NAS Whidbey has Mutual Aid Agreements with the North and Central Whidbey Fire Districts. The availability of their HazMat Team alone is a valuable resource. The Board directed Chief Palmer to pursue a Mutual Aid Agreement with NAS Whidbey.
- C. Mutual Aid Agreement with Island County Sheriff for Fire Investigation – The County Fire Marshall/Sheriff Department does not have staff for fire investigation unless it is a suspected arson. IC Fire Chiefs are developing and starting training firefighters to do initial investigation focusing on preservation of incendiary and/or arson evidence. In cases of question the Sheriff Department will be called in for more in-depth investigation.
- D. Discussion of Fire Inspection Services - Chief Palmer shared a discussion brought up at the local Fire Chiefs Association Meeting. The County Building Department’s last fire inspection in the District was July 2008. The Building Department does not have the staffing to take care of their responsibilities, which has an adverse effect on the safety of the District’s citizens and firefighters. Chief Palmer proposed developing an agreement with the Building Department that would give the District more authority to serve its citizens by more detailed prefire planning with fire prevention suggestions and comprehensive education program when violations are found. The question came up what will be the District’s authority to take this responsibility financially and staffing over from the County; what will the County be doing for the District in return? Chief Palmer will take these questions/concerns back to the IC Fire Chiefs Association.
- E. Discussion of In-house Instructor compensation – Resolved – Funds are available in current budget.
- F. Fire Commissioners Conference June 4-6, 2010 – Chairman Simmons and Commissioner Elliot had called in early to cancel their reservations for the conference. Commissioner Helland and Chief Palmer will attend.
- G. 1st Reading Policy 4.18 Volunteer Services Membership Revision – Chief Palmer gave the 1st reading to the requested revisions to Policy 4.18 Volunteer Services Membership. (Copy attached).

VIII. Announcements – Nil

IX. Varia – Chief Palmer informed the Board:

- That several options are being explored in the need for Janitorial Services in the District’s facilities. He will keep the Board updated to the final resolution.

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- 4 surplus vehicles were sold this last week putting \$5,270 back into the District's coffer.
- Requested an Executive Session for July 2010 Meeting to address a 6 months review of his job performance.
- Of Paula Schuler's plans to retire April 30, 2011. There will be need for funds available in the 2011 budget for overlapping personnel until training and downloading of information is completed.

X. Executive Session - Nil

XI. Action taken as result of Executive Session I - Nil

XII. Adjournment - Meeting adjourned at 5:32pm.

Paula Schuler
District Secretary