

**ISLAND COUNTY FIRE DISTRICT #3**  
**REGULAR MEETING**  
**820 Camano Ave, Langley, WA 98260**  
**November 17, 2011 – 5:30 P.M.**

**MINUTES**

In Attendance:

Chairman Mike Helland  
Commissioner Kenon Simmons  
Chief Rusty Palmer

In Audience: AC Busch, DC Cotton, DC Beck, Captain Beck, Jimmy Berto, Gary Gabelein

- I. Call to Order – Chairman Helland called the meeting to order at 5:33pm.
- II. Approval of Agenda – Commissioner Simmons moved to approve the agenda; motion carried
- III. Public Input – none
- IV. So. Whidbey Volunteer FF & EMS - FF Berto announced that the SWVFE will dissolve as of December 31, 2011 due to a lack of participation and interest from members. All remaining funds will be given to the Health and Wellness Committee.
- 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 October 13, 2011
    - ii. Special Meeting November 2, 2011
  - b. Finance Officer's Reports
  - c. Monthly Vouchers –
    - i. Payroll Warrants \$57,384.02
    - ii. Vendor Warrants \$107,795.73
  - d. Chief's ReportCommissioner Simmons moved to approve the consent agenda; motion carried.
- VI. Unfinished Business
  - a. 2012 Budget Discussion – Chief Palmer briefly reviewed the budget and a few minor changes to balance it. Commissioner Simmons moved to approve the 2012 budget; motion carried.
  - b. Resolution 2011-09 – Move funds from reserve account to budget line items, July 14, 2011 meeting. Commissioner Simmons moved to approve; motion carried.
  - c. Resolution 2011-10 – Levy ordinance 2012. Commissioner Simmons moved to approve; motion carried.
  - d. Resolution 2011-11 – Levy certification for 1% increase 2012. Commissioner Simmons moved to approve; motion carried.
  - e. Resolution 2011-12 – Substantial need for 1% levy increase 2012. Commissioner Simmons moved to approve; motion carried.
  - f. Resolution 2011-13 – Levy ordinance/certification 2012 DOR documents. Commissioner Simmons moved to approve; motion carried.
  - g. Resolution 2011-14 – Surplus property declaration. Commissioner Simmons moved to approve; motion carried.

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VII. New Business

- a. Liz Loomis – Public Affairs consulting contract approval for 1 year. Chief Palmer presented the contract to the board for approval. Commissioner Simmons moved to approve the contract; motion carried.
- b. Sherrye Wyatt – Retention Marketing contract approval for 3 years; 2010 SAFER Grant supported. Chief Palmer presented the contract to the board stating that Sherrye has done an excellent job working with the District on her last contract. Commissioner Simmons moved to approve the contract; motion carried.
- c. Jerry Beck & Company – Radio Consulting contract approval for 1 year. Chief Palmer presented the contract for radio consulting which includes ICOM relations for the simulcast system. A brief discussion related to paging issues was followed by a request from the Commissioners to have a meeting arranged with the ICOM board. Commissioner Simmons moved to approve the contract; motion carried
- d. Jerry Beck & Company – Information Technology Support contract approval for 3 years. Chief Palmer presented the IT contract to the board for approval. Commissioner Simmons moved to approve the contract; motion carried.
- e. Jerry Beck & Company – Website Management contract approval for 3 years, 2010 SAFER Grant supported. Chief Palmer presented the Website contract to the board for approval. Commissioner Simmons moved to approve the contract; motion carried.

VIII. Announcements – Chief Palmer announced we have several new recruits for the Academy in January. DC Cotton gave more specifics stating we have 13 perspective members, 6 have completed the application process and the remaining applicants are actively finishing the steps to enter the academy in January.

IX. Varia – The December meeting will be on the 15<sup>th</sup> at 5:30pm, station 31.

X. Executive Session – none

XI. Action taken as result of Executive Session – none

XII. Adjournment – The meeting was adjourned at 6:32pm.

Cindy Rehberg  
District Secretary