

**ISLAND COUNTY FIRE DISTRICT #3**

**REGULAR MEETING**

**5535 Cameron Road, Freeland, Washington**

**November 10, 2005 - 7:00 P.M.**

**MINUTES**

In Attendance:

Chairman Mike Helland  
Commissioner Bob Elliot  
Chief Dan Stout

Absent: Commissioner Dennis Webster

Audience: Gary Gabelein, Matt Czarnik, Les Hagstrom

- I. Call to Order - Chairman Helland called the meeting to order at 7:00 P.M.
- II. Approval of Agenda - Commissioner Elliot moved to approve the agenda as printed, motion carried.
- III. Public Input - Nil Report
- IV. So. Whidbey Volunteer FF & EMS - Lt. Czarnik informed the Board that the Association was beginning its annual food/fund drive for the Christmas Family Program.
- 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. October 13, 2005 Regular Meeting
    2. October 27, 2005 Special Meeting
  - B. Finance Officer's Reports
  - C. Monthly Vouchers -
    1. Payroll October 1-31, 2005 \$46,691.27
    2. October 2005 Warrants - ~~\$158,765.51~~ \$153,867.17
    3. First American Title - \$425,600.00
  - D. Chief's Report
  - E. Resolutions:
    1. 2006-13 - Canceling Warrant

Commissioner Elliot moved to approved the Consent Agenda with the corrections to October Warrants; motion carried.

- VI. Unfinished Business
  - A. Langley Property

Island County Fire District #3  
Regular Commissioners Meeting  
November 10, 2005 - Minutes

1. Request for Qualifications - Chief Stout presented to the Board press ready copies of the RFQ for their approval. Chairman Helland suggested changing the request to ask for a maximum of 15 pages. The document was approved with a submission deadline of January 13, 2006.
- B. 2006 Budget
1. Resolution 2006-11 - 2006 Levy Request - Chairman Helland moved to approve the 2006 Levy Request as printed; motion carried.
  2. Resolution 2006-12 - 2006 Salaries - Chairman Helland moved to approve the 2006 Salaries; motion carried.
  3. Resolution 2006-14 - 2006 Revenue Budget - Commissioner Elliot moved to approve the 2006 Revenue Budget; motion carried.

VII. New Business -

- A. Thompson Road Easement (Terry Otey) - After considering Terry Otey's letter received last month, Chairman Helland denied the request upon the fact that the enterprise was private sector for profit and the District is a custodian of public money and will only entertain public not for profit use only enterprises.
- B. Confirm Membership FF Kevin Craig - Commissioner Elliot moved to confirm FF Kevin Craig's membership; motion carried.
- C. Strategic Plan/Goals and Objectives - Chief Stout brought to the Boards attention that the traditional goal setting meeting was overdue. He proposed the Board develop the Strategic Plan and bring the District Officers into the process for the goals setting. The Board directed the Chief to move forward on laying the groundwork as specified in the working draft. This will include addressing a vision statement and reworking the mission statement.

VIII. Announcements - Chief Stout will be out of the office December 16<sup>th</sup> through January 3<sup>rd</sup>.

Chairman Helland wished everyone a happy Thanks Giving.

- IX. Varia - The escrow company for the Island County purchasing the East Harbor Road Property called Chief Stout wanting a copy of the corporate resolution authorizing signatures of official documents. Chief Stout will send them a letter informing them that no resolution exists. The Board of Fire

Island County Fire District #3  
Regular Commissioners Meeting  
November 10, 2005 - Minutes

Commissioners only are authorized to sign for the District.

X. Executive Session - No Executive Session

XI. Adjournment - Meeting adjourned at 7:40 P.M.

Paula Schuler  
District Secretary