

ISLAND COUNTY FIRE DISTRICT #3

REGULAR MEETING

5535 Cameron Road, Freeland, Washington

June 12, 2003 - 7:00 P.M.

MINUTES

In attendance:

Chairman Dennis Webster
Commissioner Mike Helland
Commissioner Bob Elliot
Chief Don Smith

Guests: Sheriff Mike Hawley, Lt. Evan Tingstad, County
Commissioner Mac McDowell, Gary Gabelein, Les Hagstrom, Wayne
Russell Bill Oakes, Jerry Beck

- I. Call to Order - Chairman Webster called the meeting to order at 7:03 P.M.
- II. Approval of Agenda - Commissioner Helland moved to approve the agenda as printed; motion carried.
- III. Public Input - Gary Gabelein expressed his appreciation for all the time both the trainers and the trainees expend in training before and during the Academies.
- IV. So. Whidbey Volunteer FF & EMS Associations - Representative Jerry Beck gave a nil report and added that the Association is looking forward to the policies review.
- 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. May 8, 2003 Regular Meeting
 - B. Finance Officer's Reports
 - C. Monthly Vouchers -
 1. Payroll - May 1-15, 2003 \$14,312.75
 2. Payroll - May 16-31, 2003 - \$14,15107.29
 3. Payroll - May IRS Command \$161.03
 4. May 2003 Vouchers \$49,261.22
 - D. Chief's Report

Commissioner Helland moved to approve the consent agenda as printed; motion carried.
- VI. Unfinished Business

- A. Old Freeland Station - The Board invited Sheriff Hawley, Lt. Tingstad, and Commissioner McDowell into conversation regarding the possible leasing of the East Harbor Road Retired Fire Station as headquarters for the Sheriff's Office South Precinct. All were enthusiastically interested in pursuing the possibility.

The Board directed the Chief to postpone any further efforts in seeking a buyer for the property and instead explore the necessary steps to lease the property to the Sheriff's Office including any cost to the District.

~~B. Staff/Board Communication Tools~~

- C. District Policy Review - A Special Meeting will be held at the Freeland Station, 6:00 P.M. July 8, 2003, to review District Policies. The Chief will field all suggestions and forward them to the Commissioners for review in preparation of the meeting.
- D. Executive Search - The Board requested clarification on a couple items in the ESCI handout from the previous meeting. Commissioner Helland then moved to contract ESCI using Option 3 - Executive Search, Assessment Center, Board Interviews and Appointment (\$8,650.00) and the standard background check (\$800.00) for the contracted search for a candidate to fill Chief Smith position upon his retirement; motion carried.
- E. Property Sales - Chief Smith reported the sales for the retired Bush Point and Saratoga stations are complete, the checks have been received.

VII. New Business

- A. Confirming District Membership:
1. Oak Harbor Fire Academy graduates - FF Wayne Russell and FF Jeremy Mannello
 2. High School Academy graduates : HS-FF Andrew Boyle, HS-FF Holly Fairbrook, HS-FF Jumanji Goodbee-Ruth, HS-FF Joshua Helpenstell, HS-FF Jacob Jensen, HS-FF Casey Johnson, HS-FF Jennifer Linden, and HS-FF Ross Peterson
 3. Returning College Students, Fire Fighters Brian Guernsey, Bryce Hansen, and Jimmy Berto
 4. HS Fire Fighter to Fire Fighter Joshua Bryner
- Commission Helland moved to confirm the memberships on all the above mentioned new members; motion carried.

VIII. Announcements -

- A. Jerry Beck:

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- o the annual MCI drill will be June 17
- o County Fair August 14-17, 2003 and preparation is underway.
- o the District's new Children's Smoke House is coming in under budget. Donations have been received almost 2:1 in District money spent.

IX. Varia -

A. Chief Smith informed the Board that

- o A contract for mowing this summer is forth coming.
- o Staff is moving toward the District writing its warrants in the near future.
- o The Administration Clerk hours will be extended to administrate the Fire House Software
- o The District was awarded a surplus 26' bus from Island Transit. This will greatly improve transportation options to out of District training.

X. Executive Session - No Executive Session.

XI. Adjournment - Meeting adjourned at 8:10 P.M.

Paula Schuler
District Secretary