

APPROVED

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JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3

MINUTES OF THE REGULAR MEETING OF MAY 10, 1994

The meeting was called to order by Chairman Parker at 7:02 P.M., May 10, 1994 at Station 31, 7650 Oak Bay Road, Port Ludlow, WA 98365. Chairman Parker, Commissioner Stowe, Commissioner Morrison, Commissioner Raudebaugh, Commissioner Crawford, Chief DeWitt and Secretary Hargrove were present.

Commissioner Raudebaugh moved to accept the minutes of the regular meeting of April 12, 1994, Commissioner Morrison seconded the motion, and the motion carried 5-0. Commissioner Raudebaugh read the financial report and recommended that Chief DeWitt write a letter to the County Treasurer to transfer \$45,000 from the General Fire cash fund to the General Fire investment fund and \$20,000 from the EMS cash fund to the EMS investment fund. Commissioner Raudebaugh then moved to accept the Treasurer's report and the motion passed 5-0 with no second. A copy of the Treasurer's report is attached hereto and incorporated by reference.

A motion to accept the vouchers was made by Commissioner Raudebaugh, seconded by Commissioner Crawford and passed 5-0. Discussion of the District Meeting Room was moved to executive session because it involved a personnel matter.

There were no scheduled public presentations. Chairman Parker read aloud the following motions on the Consent Agenda:

1. Motion to remove Greg Houghtaling from membership in the department.
2. Motion to add Stan Thalberg, Ethan Lawson and Libbie Hosfeldt to membership in the department.
3. Motion to authorize Chief DeWitt to attend the WSAFC conference in Yakima in June.
4. Motion to confirm the sale of the old Aid Car box.
5. Motion to adopt Resolution 94-009 authorizing volunteer participation in pension plan.
6. Motion to authorize Chief DeWitt to become a Commissioned Notary Public at District expense.
7. Motion to authorize Chief DeWitt to renew District's

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JEFFERSON COUNTY
FIRE DIST. #3

insurance policy, effective June 1, 1994, with Glatfelter Insurance Group/Washington at an annual rate of \$13,773, to include increasing management liability to \$3,000,000 with an estimated annual premium increase of \$134, increasing umbrella to \$2,000,000 with an estimated annual premium increase of \$613, and changing the schedule for vehicles to reflect a uniform \$250 for collision deductible except for the military surplus vehicle for which no collision insurance will be carried.

Items 7 and 5 were removed from the Consent Agenda by requests from Commissioner Raudebaugh and Commissioner Stowe respectively. Commissioner Raudebaugh moved to accept item 7, provided that the wording is changed to omit reference to the annual premium rate of \$13,773. The motion was seconded by Commissioner Stowe and passed 5-0. Commissioner Raudebaugh then moved to accept item 5, Resolution 94-009, the motion was seconded by Commissioner Stowe and passed 5-0. The remaining items on the Consent Agenda were approved on motion by Commissioner Crawford, second by Commissioner Stowe and a vote of 5-0.

Under Sub-Committee reports, Chairman Parker announced that the District Facilities Committee would meet at 1:00 P.M. on May 16, 1994. After some discussion, it was moved by Commissioner Raudebaugh, seconded by Commissioner Morrison to continue sending the District's form letter to the Jefferson County Planning Department protesting as inadequate the SEPA/Subdivision Mitigation Fee for new development, but changing the signatures to reflect the present membership of the Commission. The motion passed 3-2, Chairman Parker casting the deciding vote.

Chief DeWitt summarized his report, a copy of which is attached hereto and incorporated by reference. Commissioner Stowe questioned whether a paramedic employed by an ambulance company could work for the District as a volunteer without affecting his status under the Fair Labor Standards Act. It was agreed that Chief DeWitt and Attorney Hargrove would look into the question. Chief DeWitt reported that the District now has more than 25 volunteers.


There was no report from the Volunteer's Association. Under New Business, Resolution No. 94-010 authorizing the issuance of burn permits was discussed. A motion was made by Commissioner Crawford, seconded by Commissioner Raudebaugh, to table Resolution No. 94-010 until notice is given and a public hearing held. The motion carried, 5-0. Commissioner Stowe suggested that the question of burn permits be placed on the agenda for the June 1994 meeting of the Jefferson County Fire Protection District Commissioners. Commissioner Raudebaugh requested more

information on the subject, and Chief DeWitt announced that copies of the pertinent regulations are available in his office for review. Questions were raised about charges for burn permits, standards for granting or denying them, and procedures for implementing a permit system.

Chief DeWitt discussed the cutback in state funding for arson investigation, the need to develop local investigative capability, and the work of the Jefferson County Arson Task Force. Chairman Parker reported on the Walla Walla meeting of the Review Board for the Training Center. There were no comments from the audience for the Good of the Order. The painting and upkeep of fire hydrants, and the agreement with the Port Ludlow Water District for maintenance of fire hydrants was discussed. The discussion centered on the hold-harmless clause in the agreement. Commissioner Raudebaugh stated for the record that he has never taken a position that the Port Ludlow maintenance agreement would not be changed. Chairman Parker appointed Commissioner Stowe to work with Chief DeWitt to recommend possible changes to the agreement to the Board. Commissioner Raudebaugh moved to give the Fire Chief authority to proceed with a new contract with Pope Resources for fire hydrant maintenance. The motion was seconded by Commissioner Stowe and passed 5-0.

At 8:15 P.M., the public meeting was recessed for an executive session on personnel issues. The public meeting was reconvened at 8:50 P.M. Chairman Parker announced that the District Facilities Committee would be considering policy changes on maintenance of the community hall at its May 16th meeting. Upon motion of Commissioner Raudebaugh, second by Commissioner Morrison, the meeting was adjourned at 8:55 P.M.

Dated this 11th day of May 1994.



Bourtai Hargrove,
District Secretary