

**JEFFERSON COUNTY FIRE DISTRICT NO. 3  
BOARD OF COMMISSIONERS  
SPECIAL MEETING MINUTES  
FEBRUARY 10, 1995**

**CALL TO ORDER:**

Chairman Commissioner Roy Raudebaugh called the Special Meeting of February, 10, 1995, of the Board of Commissioners for Jefferson County Fire District No. 3 to order at 1:35 p.m. at Station 33 located at 101 South Point Road, Port Ludlow, Washington. Chair Raudebaugh announced the purpose of the Special Meeting to be a workshop and a meeting for the review of and setting of the Agenda for the Regular Board Meeting scheduled for February 14, 1995; for taking action on staff and Commissioner requests for training, and for conducting an Executive Session to discuss personnel issues.

Commissioners present were Commissioner Roy Raudebaugh, Commissioner John Parker, Commissioner Harry Morrison, Commissioner Dean Crawford, and Commissioner Robert Flaherty. Also present were Chief Kent DeWitt, District Secretary Arlene Thomas, Mr. Stan Thalberg, and Mr. Brian Soete.

Chair Raudebaugh called for the review of the DRAFT minutes for the Regular Meeting of January 10, 1995, and Special Meetings of January 6, 17, and 25, 1995. No corrections were suggested and the Chair announced that the minutes of the four specified meetings would be listed on the February 14th Agenda for adoption.

Chair Raudebaugh called for review of the DRAFT Agenda. During the review, Chief DeWitt and Commissioner Parker reported that the County is on hold with their outdoor burning regulations since they're waiting for the State Legislature to make a decision.

It was announced that Commissioner Crawford, Commissioner Parker and Chief DeWitt will be meeting with Pope Resources on February 27th to discuss possible building sites for a new fire station. Chair Raudebaugh suggested asking someone like Bob Linrothe or a person chosen by the lot owners association to participate. Commissioner Parker stated he supports the idea of a community advisory committee and Chair Raudebaugh asked Commissioner Parker if he would work with Chief DeWitt to get representatives from the property owners.

Stan Thalberg brought up the issue of safety of Station #31 during an earthquake. Discussion followed. It was reported that Lindberg Architects Port Angeles number 452-6116 and Port Townsend number 385-6730 did some preliminary work on bringing Station #31 up to code. Commissioner Crawford will check with Lindberg. Commissioner Crawford will find out at the Pope meeting if Pope has some property location ideas.

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Chair Raudebaugh asked Chief DeWitt to contact the Health Department to find out which engineer can help with the water well system. Chief DeWitt reported the water system designers to be out of Sequim. Chair Raudebaugh removed the Water Well from Old Business.

Chair Raudebaugh directed the addition of Item D to New Business, the topic being 'Letter from Volunteer Association RE: Aid Car'.

Item B County Integrated Emergency Management under New Business generated much discussion. Chief DeWitt reported that the County Chiefs Assn. has asked for Chief DeWitt to attend as their representative and the EMS Council has asked for Ben Andrews to be their representative. He further reported the Federal Government would be providing the lodging, cafeteria meals, and reimbursement of the air fare. The requests for Chief DeWitt and Lt. Andrews were for March 13 through the 17th and April 10 through the 14th. Discussion followed regarding the impact of Chief DeWitt and Lt. Andrews being out of the District at the same time.

Chief DeWitt stated the need to clarify the no smoking policy in conjunction with Fire Fighter Qualifications Policy No. 2411. No discussion followed.

Commissioner Crawford asked if District 3 has been involved with FEMA training. Chief DeWitt stated he has served on E-PREP which is mainly Clallam and Jefferson Counties. Chair Raudebaugh called an Executive Session at 3:31 p.m. to discuss issues. Chair Raudebaugh asked Chief DeWitt to remain and all others were excused from the proceedings. Chair Raudebaugh called the Regular Meeting back to order at 4:05 p.m. and announced that Chief DeWitt is directed to give Arlene Thomas a performance evaluation after which the Board will approve a pay raise; that Dave Lawson has received his physical, it is positive and he will be given a letter stating he is going on policy at the end of his employment contract extension. Chair Raudebaugh indicated the letter will come from him as Chairman of the Board. Chair Raudebaugh stated the Board needs more detailed info on the FEMA requests. Stan Thalberg stated the issue was not Executive Session material. Chair Raudebaugh stated that personnel issues were discussed. Commissioner Crawford stated that the Board brought the FEMA questions back to the Open Public Meeting. Discussion followed regarding the Open Public Meeting Act. Chair Raudebaugh stated the Board needs more detailed info, an agenda, and subject matter on the FEMA requests. Chief DeWitt will contact Bob Minty to get better info and will also invite Bob to the Regular Meeting to answer questions from the Board if needed.

**MOTION:** Commissioner Morrison moved to adjourn. Commissioner Flaherty seconded the motion. Motion carried unanimously. Chair Raudebaugh adjourned the meeting at 4:31 pm.

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BY: Ray Raudebaugh  
CHAIRMAN ROY RAUDEBAUGH

BY: John W. Parker  
COMMISSIONER JOHN PARKER

BY: Harry F. Morrison  
COMMISSIONER HARRY MORRISON

BY: Dean Crawford  
COMMISSIONER DEAN CRAWFORD

BY: Robert Flaherty  
COMMISSIONER ROBERT FLAHERTY

ATTEST:

Arlene F. Thomas  
Arlene F. Thomas, District Secretary: