

**JEFFERSON COUNTY FIRE DISTRICT NO. 3
BOARD OF COMMISSIONERS
SPECIAL WORKSHOP MEETING
AUGUST 4, 1995**

A G E N D A

- I. CALL TO ORDER 1:30 pm**
- II. REVIEW OF DRAFT MINUTES FOR ADOPTION AT
REGULAR MEETING**
- III. REVIEW OF DRAFT AGENDA FOR REGULAR MEETING OF
AUGUST 8, 1995**
- IV. STAFF/COMMISSIONERS REQUESTS FOR TRAINING and/or
COMMITTEE APPOINTMENTS**
- A. Wa Fire Commissioners Assn. Annual Conference
October 26 - 28 Spokane, WA**
 - B. Clark Snure Seminar
October 25 Spokane, WA**
 - C. Jefferson County Fire Code Advisory Committee**
- V. REVIEW AND/OR SELECTION OF ARCHITECTURAL SERVICE**
- A. Review/discussion of Malcolm Campbell's bill**
- VIII. EXECUTIVE SESSION**
- A. Personnel Issue(s)**
 - B. Land Acquisition**
- IX. GOOD OF THE ORDER**
- X. ADJOURNMENT**

JEFFERSON COUNTY FIRE DISTRICT NO. 3
BOARD OF COMMISSIONERS
SPECIAL MEETING MINUTES
AUGUST 4, 1995

CALL TO ORDER:

Chairman Commissioner Roy Raudebaugh called the Special Meeting of August 4, 1995, of the Board of Commissioners for Jefferson County Fire District No. 3 to order at 1:30 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 August 4, 1995; for taking action on staff and Commissioner requests for training; staff and/or Commissioner appointments to committees; review and/or selection of architectural service(s) and billing for architectural services rendered; and calling an Executive Session to discuss personnel issues and/or land acquisition.

Commissioner Roy Raudebaugh, Commissioner John Parker, Commissioner Harry Morrison, Commissioner Robert Flaherty, and Commissioner Earl Wells were present. Chief R. Kent DeWitt, District Secretary Arlene Thomas, Lt. Ben Andrews, Volunteer Association President Stan Thalberg, Mr. Ed Udd, and Mr. Walt Hardin were also present.

Chair Raudebaugh presented Malcolm Campbell's invoice dated August 2, 1995, in the amount of \$1,550 for work completed in June, for Board review. The Board agreed the invoice needed a specific list of completed tasks before the Board will approve payment. Chair Raudebaugh directed District Secretary Thomas to write a letter from the Chair requesting more detail.

Chair Raudebaugh asked the Board if an Executive Session is required to discuss Pope's proposal regarding the new fire station. Chief DeWitt stated Pope's proposal does affect land acquisition.

Chair Raudebaugh called for an Executive Session at 1:52 p.m. announcing the session to last approximately 20 minutes. Mr. Thalberg asked the Board if he could address them prior to their going into Executive Session. Mr. Thalberg stated the new fire station location is on a large map at Pope's office in Poulsbo so questioned the need for an Executive Session. The Board agreed to not go into Executive Session. Chief DeWitt presented two options for site location from Pope. Pope had indicated the District's proposed station location will not line up properly with existing roads, driveways and intersections and will adversely affect their commercial development. Chief DeWitt had Malcolm Campbell review both options and he stated option number 1 is least desirable and option number two would require the building be flipped and instead of a 2-story building there would be a daylight basement. This change will allow the apparatus to exit at about the same elevation or the apparatus could exit the station onto a different road. Discussion followed and it was suggested Pope be asked to abandon Breaker Lane. Chair Raudebaugh asked Chief DeWitt to set up another meeting with Pope Resources for the Building Committee (Raudebaugh, Parker, & DeWitt).

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Chief DeWitt reported having received a verbal reply from Mr. Allen of the S'kallam Tribe stating he has formed a committee to look at funds distribution, but the committee has not yet met.

Chair Raudebaugh called for a review of the draft minutes. No corrections were requested for the July 7th, July 11th, July 26th, and the July 26th Continuance draft minutes and they were placed on the Regular Meeting agenda for approval.

Commissioners Morrison and Flaherty set Monday, August 7th at 1:30 p.m. to review the vouchers.

Chair Raudebaugh called for review of Chief DeWitt's request for clarification of the need for new fire station public meetings and a citizens committee. Commissioner Wells suggests if new fire station plans are for another year, the Board should gather as much public input possible. Chair Raudebaugh states the property and cost of the property should be determined before gathering public input. Discussion followed regarding the location and need for a new station. Commissioner Parker asked if the Board is representing the District or Pope Resources. Commissioner Flaherty stated the Board is not in agreement as to station site, so does not feel ready for a citizens committee. Chief DeWitt indicated there are several ways to proceed; a couple being to do nothing or hold discussions with the volunteers. Chief DeWitt went on state he is more interested in service and manpower. Discussion followed regarding a meeting with District members. Commissioner Wells offered to get a facilitator for a meeting. Chief DeWitt discussed the need to address short term and long range plans. Chair Raudebaugh explained the difference in funding options of a bond versus a lid lift to \$1.50 and paying a bond out of the lid lift. The Board directed District Secretary Thomas to set up a special meeting for August 16, 1995, at 8:00 p.m. for the planning meeting.

Chief DeWitt addressed the Board regarding water rights for Station 33 well, stating the water rights process could take up to 5 years. The general concensus of the Board is for Chief DeWitt to proceed with the process.

Chief DeWitt discussed how apparatus will receive fuel when the underground fuel storage tanks are removed. He explained that Beaver Valley Store will set up a District account and application for the card lock at Cenex will be processed for use by the aid vehicles. Chief DeWitt stated there is a Cenex in Chimacum and Poulsbo with the card lock facilities. Commissioner Wells said there may a possibility of setting up an agreement with the County regarding fuel for emergency purposes.

District Secretary Thomas reminded Board of upcoming WFCOA annual conference in Spokane. Commissioners Flaherty, Wells, Raudebaugh, and Parker indicated they will attend.

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CALL FOR ADJOURNMENT:

MOTION: Commissioner Flaherty moved to adjourn the meeting. Commissioner Wells seconded the motion. The motion carried unanimously. Chair Raudebaugh adjourned the meeting at 4:14 p.m.

SIGNED: BY: *Roy Raudebaugh*
CHAIRMAN ROY RAUDEBAUGH

BY: *John D. Parker*
COMMISSIONER JOHN D. PARKER

BY: *H. Harry Morrison*
COMMISSIONER HARRY MORRISON

BY: *Robert Flaherty*
COMMISSIONER ROBERT FLAHERTY

BY: *Earl Wells*
COMMISSIONER EARL WELLS

ATTEST:

Arlene F. Thomas
Arlene F. Thomas, District Secretary