

**JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
September 24, 1996**

**A G E N D A**

- I. CALL TO ORDER** **7:00 pm**
  
- II. FINANCIAL**
  - A. Approval of Vouchers**
  - B. Transfer of Funds**
  
- III. INFORMATION COLLECTION**
  - A. Draft Agreement for Cell Phone Users** **TAB 1**
  
- IV. TOPICS for DISCUSSION and/or DECISION**
  - A. ALS Update**
    - 1. Possible dates for 1 & 3 Joint Meeting**
  
  - B. Public Use of Station 31 Readerboard**
  
  - C. Port Ludlow Planning Forum** **TAB 2**
    - 1. Finalize Proposal (to include drawings?)**
    - 2. Appoint District Reps**
  
  - D. Recommendation to Remove Mr. Walterscheidt from Rolls** **TAB 3**
  
  - E. Cooperative Maintenance System** **Chief DeWitt  
TAB 4**
  
  - F. Other?**
  
- V. EXECUTIVE SESSION**
  - A. Personnel Issues**
  - B. New Station Land Acquisition**
  
- VI. GOOD of the ORDER; QUESTIONS and ANSWERS**
  
- VII. ADJOURNMENT**

**JEFFERSON COUNTY FIRE DISTRICT NO. 3  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
SEPTEMBER 24, 1996**

**CALL TO ORDER:**

Chair Roy Raudebaugh called the Regular Meeting of September 24, 1996, of the Board of Commissioners for Jefferson County Fire District No. 3 to order at 7:00 p.m. at Station 31 located at 7650 Oak Bay Road, Port Ludlow, Washington.

Commissioners present were: Commissioner Roy Raudebaugh, Commissioner Harry Morrison, Commissioner Robert Flaherty, Commissioner Earl Wells, and Commissioner Dennis Hannan. Also present were R. Kent DeWitt, Fire Chief, and District Secretary Arlene Obtinario.

Also present: James Walterscheidt

**FINANCIAL REPORT:**

Chair Raudebaugh called upon Commissioner Flaherty to present the vouchers for payment. Commissioner Flaherty reported that he and Commissioner Morrison reviewed the vouchers and they total \$17,579.74 (Fire General \$13,529.10 and EMS \$4,050.64) (Voucher Numbers 495 - 519). Commissioner Flaherty went on to state the one large bill was the Medical/Dental semi-annual benefits package totaling \$12,076.95. **MOTION:** Commissioner Hannan moved to pay the vouchers as presented. Commissioner Flaherty seconded the motion. The motion carried unanimously.

**INFORMATION COLLECTION: A. Draft Agreement for Cell Phone Users** Chair Raudebaugh directed the Board to review the draft agreement and for the draft to be on the next meeting's agenda for consideration.

**TOPICS for DISCUSSION and/or DECISION**

**A. ALS Update** Commissioner Hannan reported the levy votes as follows: District 3, 1181 yes votes and 336 no votes with a 76.34% approval; District 1, 1284 yes votes and 731 no votes with a 63.72% approval; Chair Raudebaugh stated a representative of North Kitsap Fire and Rescue is meeting with District 1 at their Board meeting regarding a rent-a-medec program; and District 3 Board members agreed to ask District 1 to meet jointly on October 9th at 7 p.m.

**B. Public Use of Station 31 Readerboard** Chief DeWitt reported having had a request from the public to put a notice on the Station 31 readerboard; Chief stated the Auxiliary purchased the readerboard on behalf of the District and he believes the District should establish a policy regarding the use of the readerboard; Chief suggested defining categories of the public that could use for free or say no altogether; Chief offered to draft a policy; Commissioner Wells stated it should be okay for public messages but not for private or rental use; Commissioner Hannan read the categories

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presently used for renting the training room and suggested all categories except D be allowed to use the readerboard; Chair directed Chief DeWitt to draft a policy and Commissioner Hannan asked if the Chief could provide the Auxiliary with the draft for review prior to the Board adopting a policy.

**C. Port Ludlow Planning Forum** Chair referred to the draft for the Port Ludlow Planning Forum proposal; item number 5 was shortened and items 3 and 4 were inverted; and it was decided no pictures or plans would be submitted at this time. **MOTION:** Commissioner Hannan moved to name Chief DeWitt and Chair Roy Raudebaugh plus two volunteers (to be named by Volunteer Association) to be Fire District 3's representatives to the Port Ludlow Planning Forum. Commissioner Flaherty seconded the motion. The motion carried.

**D. Recommendation to Remove Mr. Walterscheidt from Rolls** was deferred by the Chair until after the Executive Session.

**E. Cooperative Maintenance System** was also deferred by the Chair since a portion of the discussion pertains to a personnel issue to be discussed in Executive Session.

**F. Other?** Draft 2 of the Mission Statement was circulated; Chief requested the Board review his draft objectives and add to the next meeting agenda; and the Chief suggested the Draft 2 of the Mission Statement be circulated in the October Newsletter.

**EXECUTIVE SESSION:** Chair Raudebaugh called for an Executive Session at 7:40 p.m. to discuss personnel issues and stated the Session would last approximately one hour. Chair Raudebaugh invited Chief DeWitt, District Secretary Obtinario, and James Walterscheidt to stay for the Executive Session. James Walterscheidt was excused from the Executive Session approximately 8:25 p.m. Chief DeWitt was excused from the Executive Session approximately 8:30 p.m.

Chair Raudebaugh called the Regular Meeting back to order at 8:37 p.m. Chief DeWitt and James Walterscheidt re-entered the meeting. Chair Raudebaugh stated the Board will uphold the Chief's recommendation of the Chief to remove Mr. Walterscheidt from active membership, and if he should move back into the District, he can reapply at a later date.

Chair called for an Executive Session at 8:40 p.m. to discuss an additional personnel issue and invited Chief DeWitt and DS Obtinario to join the Session.

Chair called the Regular Meeting back to order at 9:05 p.m. Chair asked the Board if they're in favor of the Cooperative Maintenance System as proposed by Chief DeWitt. **MOTION:** Commissioner Wells moved to go ahead with the letter and subject. Commissioner Wells seconded

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the motion. Chair called for discussion. Chair stated the program starts December 1 and recommends running it until January 1 and then review; Chief stated the program will probably take more than a couple months to be functioning as planned; Chief explained the evaluation will be ongoing; Chair asked for a representative from North Kitsap to sign a reciprocal letter; Question was called. Motion carried with Commissioner Morrison abstaining.

Chair called for an Executive Session at 9:10 p.m. to discuss another personnel issue. Chair Raudebaugh excused Chief DeWitt and DS Obtinario at 9:10 p.m.

Chair called the Regular Meeting back to order at 9:45 p.m. and made no report.

**ADJOURNMENT:** Chair Raudebaugh called for adjournment at 9:45 p.m.

**SIGNED:** BY: Roy R. Raudebaugh  
Commissioner Roy Raudebaugh

BY: Harry Morrison  
Commissioner Harry Morrison

BY: Robert Flaherty  
Commissioner Robert Flaherty

BY: Earl Wells  
Commissioner Earl Wells

BY: Dennis Hannan  
Commissioner Dennis Hannan

**ATTEST:**

BY: Arlene F. Obtinario  
Arlene F. Obtinario, District Secretary