

**JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3
BOARD OF COMMISSIONERS
REGULAR MEETING
JULY 8, 1997
A G E N D A**

- I. CALL TO ORDER REGULAR MEETING 7:00 P.M.**
- II. FINANCIAL REPORTS**
- A. Monthly Account Updates**
 - B. Vouchers**
 - C. Transfer of Funds**
- III. VOLUNTEER ASSOCIATION REPORT President Lonnie Reynolds**
- IV. PUBLIC PRESENTATIONS None**
- V. SUB-COMMITTEE REPORTS**
- A. Building Committee**
 - 1. Port Ludlow Planning Forum, Fire Station & Emergency Services Committee
 - 2. Station #31 Survey Results
 - B. ALS UPDATE**
 - July 10th NOON County Courthouse
Media Advisory TAB 1
 - Reminder: Joint Special Meetings Districts 1 & 3
July 15, 1997, 7:00 pm St#33
 - 1. ALS Management Agreement – FINAL DRAFT TAB 2
 - 2. Other?
- VI. INFORMATION COLLECTION None**
- VII. UNFINISHED BUSINESS**
- A. Station #33 Heat Pump/Air Conditioning**

B. Other?

VIII. CHIEF'S REPORT

Chief Wayne Kier

IX. NEW BUSINESS

A. Seminars/Meetings:

**1. Executive Planning Course, National Emergency
Training Center, Emmitsburg, Maryland, Chief Kier TAB 3**

2. Jack Westerman, Assessor July 29, 10:00 a.m.

3. Other?

B. Appoint Finance Committee Member

**C. Request to Contract with AT&T for Cell Phone Service
DS Obtinario**

D. Other?

X. GOOD OF THE ORDER; QUESTIONS & ANSWERS

XI. EXECUTIVE SESSION

A. To review the performance of a public employee.

XII. ADJOURNMENT

**JEFFERSON COUNTY FIRE DISTRICT NO. 3
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
July 8, 1997**

CALL TO ORDER:

Chairman Commissioner Roy Raudebaugh called the Regular Meeting of July 8, 1997, of the Board of Commissioners for Jefferson County Fire District No. 3 to order at 7:08 p.m. at Station 31 located at 7650 Oak Bay Road, Port Ludlow, Washington.

Commissioners present were Commissioner Roy Raudebaugh, Commissioner Robert Flaherty, Commissioner Dennis Hannan, Commissioner Herb Stowe, and Commissioner Ben Johnson. Also present Chief Wayne Kier and District Secretary Arlene Obtinario.

FINANCIAL REPORT:

Chair Raudebaugh called upon Commissioner Flaherty to give the financial report. Commissioner Flaherty reviewed the June 30, 1997, Monthly Account Updates (included with these Minutes). **MOTION:** Commissioner Hannan moved to approve the Account Updates as presented. Commissioner Flaherty seconded the motion. The motion carried unanimously. Chair Raudebaugh called upon Commissioner Flaherty to present the vouchers for payment. Commissioner Flaherty stated he and Commissioner Raudebaugh had reviewed the vouchers; the vouchers total \$9,071.79 (Voucher Numbers 340-367) (Fire General \$5,903.82 and EMS \$3,167.97). **MOTION:** Commissioner Flaherty moved to approve payment of the vouchers. Commissioner Stowe seconded the motion. The motion carried unanimously.

(Voucher correction: This note added by DS Obtinario after vouchers had been submitted to County Auditor's Office for processing. Voucher #349, \$324.20, Jefferson General Hospital, voided. Total vouchers = \$8,747.59. EMS vouchers = \$2,843.77.)

VOLUNTEER ASSOCIATION REPORT Chair Raudebaugh called on President Lonnie Reynolds; President Reynolds reported the Fire Fighters Festival on July 5th was plagued by a thunderstorm; turnout was a bit lower than expected, but all-in-all, the festival was a success; the Association is discussing next year's festival and may not plan it for a holiday weekend; volunteers are getting ready for the salmon bake at the County Fair; and the Association has received \$500 + in memorial funds for Earl Wells to maybe be used for a flag pole with a plaque at Station #33 in Commissioner Wells' memory.

Chair Raudebaugh stated nothing listed on the Agenda for **PUBLIC PRESENTATIONS**.

Chair Raudebaugh called for **SUB-COMMITTEE REPORTS**. **Item A. Building Committee.**

Chair Raudebaugh reported the survey markers have been located; there are 2 on the road, 1 on the bank and 1 down in the gully in the water; the Committee is waiting for the survey report; and the mobile is sitting approximately 2 feet on LMC property.

Item B. ALS Update Chair Raudebaugh reminded the Board of upcoming Special Joint Board meetings; July 10th Noon at the County Courthouse for a press release and July 15th, 7

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p.m., Station #33. Chair Raudebaugh called for review of the Final Draft of the ALS Management Agreement. **MOTION:** Commissioner Hannan moved to insert the revision dated July 8, 1997, #2. Reimbursement (included with these Minutes), remove the old language, and adopt the ALS Management Agreement. Commissioner Flaherty seconded the motion. The motion carried unanimously.

Chair Raudebaugh stated no information gathered under **Information Collection**.

Chair Raudebaugh called for **UNFINISHED BUSINESS, A. Station #33 Heat Pump/Air Conditioning** Chair Raudebaugh called on Chief Kier; Chief Kier reported having received two bids at this time; Chief Kier stated he does not have enough information to make a recommendation to the Board; asked for the authority to investigate other alternatives for heating and cooling; Chair Raudebaugh recommended to the Board the Chief be authorized to obtain more information; and the Board agreed.

Chair Raudebaugh called for additional Unfinished Business; there were no responses.

Chair Raudebaugh called for the **CHIEF'S REPORT**. Chief Kier referred the Board to his report dated July 8, 1997, (included with these Minutes); Chief Kier highlighted his report with alarm stats; stated the air sensor broke off in the block of the Chief's car; cost of repair will be \$264.80; the car will be available for pick-up July 9th; Chief Kier asked the Board for approval to attend the Executive Planning Course at the National Academy in Emmitsburg, Maryland, September 22nd through October 3rd; Chief Kier explained he had been authorized to attend by his previous employer, the application process is quite extensive, acceptance is a privilege, and he really wants to participate; Chief Kier stated if the Board approves his attendance, he will need Chairman Raudebaugh to sign documents authorizing such. **MOTION:** Commissioner Johnson moved to authorized Chief Kier to go to Emmitsburg. Commissioner Stowe seconded the motion. The motion carried unanimously.

Chair Raudebaugh announced there is a program for volunteer fire fighters and asked Association President Reynolds if any of the volunteers would be interested in going to Emmitsburg for training. President Reynolds indicated he would ask.

NEW BUSINESS: Chair Raudebaugh called for **New Business. A. Seminars/Meetings** Chair Raudebaugh stated Item #1. Executive Planning Course, NETC, Emmitsburg, Maryland, had been resolved during the Chief's Report and continued on to remind Chief Kier and Commissioner Stowe of their meeting with Jack Westerman, County Assessor, on July 29th, 10 a.m.

B. Appoint Finance Committee Member and Vice Chairman of the Board Chair Raudebaugh recommended to the Board Commissioner Herb Stowe be appointed to the

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Finance Committee and the Board agreed. Chair Raudebaugh recommended to the Board Commissioner Robert Flaherty be appointed the Vice-Chairman of the Board of Commission and the Board agreed. Chair Raudebaugh made the appointments to take effect immediately.

C. Request to Contract with AT&T for Cell Phone Service DS Obtinario explained to the Board she had received a request from one volunteer to have his cell phone service with AT&T instead of AIRTOUCH Cellular; approval of this action means the Board would authorize two cellular phone plans at the government rate. The Board authorized DS Obtinario to gather more information on the AT&T plan for submittal at the next Board meeting

D. Other? Chair Raudebaugh called for Other New Business and received no input.

GOOD OF THE ORDER; QUESTIONS & ANSWERS Chair Raudebaugh called for Good of the Order; Questions & Answers, and Chief Kier thanked everyone for the warm reception to him and especially to his wife, Jackie.

EXECUTIVE SESSION: The Chair called for an Executive Session at 8:07 p.m. to review the performance of a public employee. Chair Raudebaugh invited Chief Kier to participate in the Executive Session.

CALL BACK TO ORDER: Chair Raudebaugh called the Regular Meeting back to order at 8:39 p.m.; asked Chief Kier to instruct DS Obtinario to set up a Special Meeting for Thursday, July 17th, 10:00 a.m. at Station #33 for the purpose of meeting with Malcolm Harris, Attorney at Law, regarding the performance review of a public employee.

ADJOURNMENT: Chair Raudebaugh called for adjournment at 8:40 p.m.

SIGNED: BY: *Roy Raudebaugh*
Chairman Roy Raudebaugh

BY: *Robert Flaherty*
Commissioner Robert Flaherty

BY: *Dennis Hannan*
Commissioner Dennis Hannan

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BY: Herb. Stowe
Commissioner Herb Stowe

BY: (absent) 8/12/97 meeting
Commissioner Ben Johnson

ATTEST:

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