



**JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3**  
**a.k.a. Port Ludlow Fire and Rescue**  
**BOARD of COMMISSIONERS**  
**Special Meeting Minutes**  
**November 25, 2002**

**CALL to ORDER:**

Chairman Commissioner Robert Pontius called the Special Meeting of November 25, 2002, of the Board of Commissioners of Jefferson County Fire Protection District No. 3, a.k.a., Port Ludlow Fire and Rescue, to order at 9:09 a.m. at Station 31 located at 7650 Oak Bay Road, Port Ludlow, Washington.

Commissioners present were Commissioner Robert Pontius, Commissioner David Wheeler, Commissioner Gene Carmody, Commissioner Howard Morse, and Commissioner Tim Bangle. Also present were Chief Wayne Kier and District Secretary Arlene Obtinario.

**FLAG SALUTE** Chair Pontius led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

**PUBLIC COMMENT:** Chair Pontius called for public comment and received no response.

**PURPOSE of the SPECIAL MEETING:**

Chair Pontius stated the purpose of the Special Meeting is to (1) accept or reject the Local Records Grant; (2) receive information on the Volunteer Points; (3) receive information on Consolidation; and (4) decide whether or not to award the pumper/tender bid.

Chair Pontius called for Agenda Item **Accept or Reject the Local Records Grant** **MOTION:** Commissioner Carmody moved to accept \$8,500 and the grant requirements from the Washington State Secretary of State for the Local Records Grant. Commissioner Wheeler seconded the Motion. Chair Pontius called for discussion of the Motion. Commissioner Bangle asked for clarification on how the grant dollars are to be spent; D.S. Obtinario explained that, in accordance with the grant requirements, she would have the Board authorize a Special Fund for the project so that all expenditures would be itemized; and she stated that wages for any extra work required to complete the project have been built into the grant. Question was called. Chair Pontius called for a vote on the Motion. The Motion carried.

Chair Pontius called for Agenda topic **Volunteer Points** Chief Kier explained that he had received a complaint from volunteer Fire Fighter/EMT David Neault stating that his Volunteer Point check was short. Chief circulated the initial report as part of the public record and for the Board's information and explained that he would keep the Board apprised of all procedures pertaining to the complaint and steps taken to correct the situation.

Chair Pontius asked the Commission's permission to realign the Agenda, and called for Agenda topic **Pumper/Tender Bid**. Chief Kier circulated a bid spreadsheet to the Board and explained that if a bidder complied with the bid specification, the item would be blank and all deviations to our bid specs would be noted. Chief went on to say that the listed bid amounts are the cost of the apparatus including all the incentives offered from the bidders. Chief also circulated answers to questions the Committee (he, Commissioner Pontius and Commissioner Bangle) had raised during their detailed review of the bids. Commissioner Carmody asked if the Committee had a recommendation to the Board. Commissioner Bangle said his only question pertained to the gear ratio. Fred McPherson stated the ability to get within a mile or 2 for top miles per hour and said there is a 10 to 12 week review process during construction to determine final chassis. Lloyd of US Fire & Equipment, representing Fort Garry Fire Trucks, a Canadian owned company, entered the meeting at 9:30 a.m. Chief Kier asked

Lloyd if there would be duty on the apparatus should the District award his company the bid. Lloyd replied "No". Commissioner Pontius stated the Committee believes McPherson to be the most responsive bidder. He went on to say the transmission is the same and McPherson's pump panel is Pierce's own design and meets and is better than our spec. Commissioner Bangle explained the ability to pull a gauge rather than the whole unit and said that the Committee desired to stick to the basics in quality and user friendliness for repairs and parts. He also said the chassis is more substantial and there is a 1 year or 100,000 miles warranty on the chassis. Commissioner Bangle stated that as an overall package, the Committee recommends awarding the bid to McPherson/Pierce. Commissioner Carmody asked about the delivery date; where the trucks are accepted; and if the District is allowed to make an inspection trip. Chief Kier said that he purposefully left the inspection trips out of the bid package because it is less costly to the District to make our own travel arrangements as inspection trips are needed; the trucks are accepted at the manufacturer's if the District chooses to drive-away; and the delivery date is "within approximately 270 calendar days" of the date of a signed contract.

**MOTION:** Commissioner Carmody moved to accept the bid for two (2) pumper/tenders at \$424,454 each from McPherson/Pierce. Commissioner Bangle seconded the Motion. Chair Pontius called for discussion of the Motion. Question was called. Chair Pontius called for a vote on the Motion. The Motion carried unanimously.

Fred McPherson thanked the Board and asked who would be his District contact person. He was told Chief Kier and the Committee (Commissioners Pontius & Bangle) plus the District Secretary Arlene Obtinario would serve as contacts. Mr. McPherson stated the price quote is protected until December 10<sup>th</sup>, so there is urgency to signing the contract prior to the 10<sup>th</sup>. Commissioner Bangle asked McPherson for a spec sheet regarding 'mph' for rear end gear ratio decision and McPherson acknowledged his request.

Chair Pontius called for a recess of the Open Public Meeting at 9:50 a.m. Chair Pontius called the Special Meeting back to order at 10:07 a.m.

**Chair Pontius instructed the District Secretary to include the bidder spreadsheets as part of the Minutes for Public Record.**

Chair Pontius returned the Board's focus to Agenda Item **Volunteer Points** asking Chief Kier if the Board needed to take any sort of action at this point in time. Chief Kier stated that he wants the Board to know that he takes Dave Neault's complaint seriously; recommends the Board read over the material he's submitted; and take the material as information at this time. Chief Kier reported that he is not changing the process at this time, but has added additional tracking steps which would require names be listed on the log sheet and more frequent audits be established.

Chair Pontius called for Agenda topic **Consolidation**. Chief Kier explained that he had discussed the possibility of sharing a training officer with Clallam County Fire District #3 Chief Steve Vogel and the Clallam #3 BOC had decided that a shared person would not work with their present needs.

Chair Pontius called for **Good of the Order; Questions and Answers** Commissioner Morse asked to discuss the possible 1 & 3 consolidation; said he believes District 3 already has the talent and personnel to manage a unified department and stated that he does not believe the Chief and District Secretary should spend more time on assignments if the Board is not serious about moving forward. Commissioner Wheeler mentioned discrepancies regarding valuation and equal levy rates, but said he does believe that small districts need to come together. He went on to say that it might not be good for Port Ludlow today, but he is trying to look ahead 10 years or so. Commissioner Carmody said he agrees with Commissioner Wheeler, but he cautioned to be very aware of possible ramifications initially and in the future because District #1 has fiscal management and public perception problems. Commissioner Bangle said that he has really focused on Chief Smith's comment of "No savings" and went on to explain his concerns that District #1 has litigation issues, financial management issues, and

more runs which results in more demand on the shared personnel. Commissioner Pontius talked about his concern that there appears to be a "rush" and said he believes we should be able to save money. He went on to say that if service can't be improved for District #3 and dollars saved, then he doesn't favor consolidation.

Chair Pontius called for an 11:08 a.m. recess of the OPM. Chair Pontius called the Special Meeting back to order at 11:12 a.m.

General discussion regarding functional consolidation continued. There was no definitive action taken.

Chair Pontius returned the meeting discussion to the pumper/tender bid. **Chair Pontius asked staff to confirm the legality of paying ninety percent (90%) of the purchase price up front when a performance bond is issued.** Mr. McPherson assured the Board that paying 90% up front is a common practice when placing orders for custom fire apparatus. McPherson agreed to share a copy of a State Auditor Opinion which had been obtained by a Pierce County fire district regarding the legality of such pre-payments. **MOTION:** Commissioner Bangle moved to authorize paying 90% up front to purchase the 2 pumper/tenders, while utilizing the incentives, and confirmed to be legal. Commissioner Wheeler seconded the Motion. Chair Pontius called for discussion of the Motion. Question was called. Chair Pontius called for a vote on the Motion. The Motion carried.

Chief Kier asked the Board for permission to put the two (2) surplus engines, the 1970 Ford 1200 gallon tender and the 1979 Superior 1250 GPM Class A Pumper, out for sale. Chief Kier explained that if he could sell the surplus engines for more than \$9,000 outside the 'trade-in' allowance language of the pumper/tender bid, the District would be better off. **MOTION:** Commissioner Bangle moved to authorize the Chief to offer the two (2) specified surplus engines for sale for more than \$9,000. Commissioner Wheeler seconded the Motion. Chair Pontius called for discussion of the Motion. Question was called. Chair Pontius called for a vote on the Motion. The Motion carried.

Commissioner Carmody asked permission to return to **Good of the Order.** Commissioner Carmody said that he's missed some Board meetings for out-of-town business reasons and asked his fellow Board members for their indulgence. The Board deemed Commissioner Carmody's absences "Excused".

**ADJOURNMENT:**

Chair Pontius called for adjournment at 11:42 a.m.

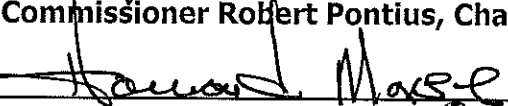
**JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3**

Signed:

BY:

  
Commissioner Robert Pontius, Chairman

BY:

  
Commissioner Howard Morse, Vice-Chairman

BY:

  
Commissioner Eugene Carmody

BY:

  
Commissioner David Wheeler

BY:

  
Commissioner Timothy Bangle

ATTEST: By:  Arlene F. Obtinario, District Secretary