

JEFFERSON COUNTY FIRE DISTRICT NO. 3

a.k.a. PORT LUDLOW FIRE & RESCUE

BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

November 14, 2006

CALL TO ORDER:

Chairman Commissioner David Wheeler called the Regular Meeting of November 14, 2006 of the Board of Commissioners for Jefferson County Fire District No. 3, a.k.a. Port Ludlow Fire and Rescue, to order at 7:00 p.m. at Station 31 located at 7650 Oak Bay Road, Port Ludlow, Washington.

Commissioners present were Commissioner David Wheeler, Commissioner Bill Hansen, Commissioner Robert Pontius, Commissioner Gene Carmody and Commissioner Mike Porter. Also present were Chief Ed Wilkerson, Administrative Chief Arlene Obtinario and Administrative Assistant/District Secretary Colette Campbell.

CALL for the FLAG SALUTE:

Chair Wheeler led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

CALL for APPROVAL of the AGENDA:

Chair Wheeler called for Approval of the Agenda. **MOTION:** Commissioner Porter moved to approve the Agenda. Commissioner Carmody seconded the Motion. Chair Wheeler called for discussion of the Motion. Question called. Chair Wheeler called for a vote on the Motion. The Motion carried unanimously.

CALL for APPROVAL of MINUTES:

Chair Wheeler called for the Approval of the October 10, 2006, Regular Meeting Minutes. **MOTION:** Commissioner Pontius moved to approve the October 10, 2006 Regular Meeting Minutes. Commissioner Hansen seconded the Motion. Chair Wheeler called for discussion. Question called. Chair Wheeler called for a vote on the Motion. The Motion carried unanimously.

Chair Wheeler called for the Approval of the November 8, 2006, Special Meeting Minutes. **MOTION:** Commissioner Porter moved to reconsider the motion made to restore the lid for the General Levy to \$1.50 and EMS Levy to \$0.50. Commissioner Pontius seconded the Motion to reconsider. Chair Wheeler called for discussion. Question called. Chair Wheeler called for a vote on the Motion. Motion carried 4 yes (Wheeler, Hansen, Porter and Pontius)/ 1 no (Carmody).

MOTION: Commissioner Porter moved to approve the November 8, 2006, Special Meeting Minutes as amended/reconsidered. Commissioner Hansen seconded the Motion. Chair Wheeler called for discussion. Question called. Chair Wheeler called for a vote on the Motion. The Motion carried unanimously to amend the November 8, 2006 Special Meeting Minutes Motion (*Original MOTION: Commissioner Carmody moved to ask the voters to restore the General Levy to \$1.50 per \$1,000 AV and the EMS Levy to \$0.50 per \$1,000 AV. Commissioner Porter seconded the motion*).

Consent Agenda:

MOTION: Commissioner Porter moved to approve the Consent Agenda. Commissioner Hansen seconded the motion. Chair Wheeler called for discussion and questions. Question called. Chair Wheeler called for a vote on the Motion. The Motion carried unanimously.

Public Hearing

Chair Wheeler called the Regular Meeting into recess at 7:13 for the purpose of holding the Public Hearing on anticipated 2007 Revenue and expected 2007 Expenditures.

Chair Wheeler called the Regular Meeting back to order at 7:18

Ambulance Transport

MOTION: Commissioner Hansen moved to refer Account 909 to collections for the amount of \$586.00. Commissioner Porter seconded the motion. Chair Wheeler called for discussion and questions. Question called. Chair Wheeler called for a vote on the Motion. The Motion carried unanimously.

MOTION: Commissioner Porter moved to write off Account 971 as charity in the amount of \$642.00. Commissioner Hansen seconded the motion. Chair Wheeler called for discussion and questions. Question called. Chair Wheeler called for a vote on the Motion. The Motion carried unanimously.

CALL for PUBLIC COMMENT:

Chair Wheeler called for Public Comment. No responses.

PORT LUDLOW FIRE FIGHTERS ASSOCIATION:

President Beth Bishop reported that the Association held elections for 2007 Officers. The 2007 Officers are President Rodney Gregory; Vice President Steve McKim; Secretary Dave Neault; and Treasurer Matt Binder. President Bishop stated that there would be a canned food drive in conjunction with the Banquet on December 2. President Bishop reported the Association members and Local 3811 members had agreed to purchase updated smoke detectors for the Port Ludlow Community Church as a life safety benevolent project.

IAFF LOCAL 3811:

No report.

CHIEFS REPORT:

Chief Wilkerson gave an overview of his written report.

Chair Wheeler called the meeting into recess at 7:32 p.m.

Chair Wheeler called the meeting back to order at 7:42 p.m.

SUB-COMMITTEE REPORTS:

JEFFCOM

Commissioner Pontius reported the Interlocal Agreement was discussed along with policies. The JeffCom Board is working on establishing written policies that staff can follow. The 2007 Budget was reviewed.

FINANCE

Chair Wheeler reported the process of auditing the payroll and vouchers is running smoothly. Commissioner Carmody stated that the 2007 Budget has been the biggest topic.

FACILITIES

No report.

SAFETY

Commissioner Porter reported during the 3rd Quarter Safety Meeting, it was decided to adopt a standardized format for the monthly minutes. A review of the accidents and injuries for the Quarter also took place.

PUBLIC INFORMATION

Commissioner Hansen stated that this is a prime responsibility for Administrative Chief Obtinario. He noted that the Board would see regular articles in The Voice. Commissioner Hansen suggested that other community newsletters be utilized to reach our community.

GRANTS

Chief Wilkerson reported that the 2006 Fire Act and CEDAP Grants are pending.

LABOR MANAGEMENT

Commissioner Hansen reported that there wasn't a Labor Management meeting this month. He gave a reminder that the Stakeholders Meeting would be on December 21 and he would like to see a plan. Discussion took place.

STRATEGIC PLANNING

Commissioner Wheeler reported there had not been a meeting, although one needed to be scheduled. Commissioner Porter suggested that a meeting be held on November 28 at 9:00 a.m. for strategic planning on public information for the lid lift levy.

LOCAL BOARD FOR VOLUNTEERS

Commissioner Wheeler reported there was nothing to report.

UNFINISHED BUSINESS

Strategic Plan

Chief Wilkerson submitted a spreadsheet that outlined the status of each area of the Strategic Plan.

Resolution 2006-04 Deferred Compensation Program

MOTION: Commissioner Hansen moved to adopt Resolution 2006-04. Commissioner Porter seconded the Motion. Chair Wheeler called for discussion and questions. Question called. Chair Wheeler called for a vote on the Motion. The Motion carried unanimously.

Policy 1120 Reconsideration

Commissioner Hansen reported he would like to review the rotation and revise it.

MOTION: Commissioner Hansen moved to reconsider the motion to adopt Policy 1120

{*Original MOTION: Commissioner Pontius moved to adopt Policy 1120 as presented.*

Commissioner Hansen seconded the motion.} Commissioner Porter seconded the motion. Chair Wheeler called for discussion and questions. Commissioner Hansen withdrew his motion, sighting the rotation schedule was not a part of the Policy. Commissioner Porter withdrew his second.

The Revised Rotation Schedule is set as follows:

Wheeler	2006
Hansen	2007
Pontius	2008
Porter	2009
Carmody	2010
Wheeler	2011

JeffCom Contract Extension Recommendation

MOTION: Commissioner Pontius moved to extend the JeffCom Contract for an additional year or until a new contract is established. Commissioner Hansen seconded the motion. Chair Wheeler called for discussion and questions. Question called. Chair Wheeler called for a vote of the Motion. The Motion carried unanimously.

Chair Wheeler called for **Other Unfinished Business.**

NEW BUSINESS

MOTION: Commissioner Porter moved to adopt **Resolution 2006-05**, Budget Adoption. Commissioner Carmody seconded the motion. Chair Wheeler called for discussion and questions. Question called. Chair Wheeler called for a vote of the Motion. The Motion carried unanimously.

MOTION: Commissioner Carmody moved to adopt **Resolution 2006-06**, General Fund Property Tax 1% Increase. Commissioner Porter seconded. Chair Wheeler called for discussion and questions. Question called. Chair Wheeler called for a vote of the Motion. The Motion carried unanimously.

MOTION: Commissioner Porter moved to adopt **Resolution 2006-07**, EMS Fund Property Tax 1% Increase. Commissioner Carmody. Chair Wheeler called for discussion and questions. Question called. Chair Wheeler called for a vote of the Motion. The Motion carried unanimously.

Chief Wilkerson submitted a **Training Officer Proposal** for review. Chief Wilkerson stated he would like approval to post the position (in accordance with the Union Contract). **MOTION:** Commissioner Porter moved to grant Chief Wilkerson the authority to move forward with the proposed Training Officer Proposal. Commissioner Hansen seconded the motion. Chair

Wheeler called for discussion and questions. Question called. Chair Wheeler called for a vote of the Motion. The Motion carried unanimously.

Chief Wilkerson reported he has had discussion with Coast Guard Auxiliary representatives regarding the storage of their communications trailer and with Bob Hamlin of DEM regarding PLF&R housing a back-up emergency radio. The Board agreed by consensus that the Chief should move ahead with these discussions and come back to the BOC with a plan.

GOOD OF THE ORDER; QUESTIONS & ANSWERS:

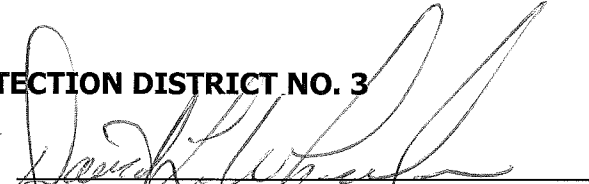
Commissioner Porter commented that he liked the format of the Finance Committee's Recommendation Report.

ADJOURNMENT: There being no further business, Chair Wheeler called for adjournment at 8:54 p.m.

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3

SIGNED:

BY:


Commissioner David Wheeler, Chairman

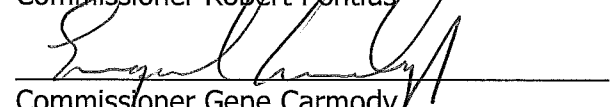
BY:


Commissioner William Hansen, Vice Chairman

BY:


Commissioner Robert Pontius

BY:


Commissioner Gene Carmody

BY:


Commissioner Mike Porter

ATTEST:

By:


Colette Campbell, District Secretary