

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONER'S MEETING  
Administration Office  
November 9, 2015

Chairman Metz called the regular Commissioner's meeting to order at 7:00 p.m. Those in attendance were Stephen Lich, Don Timmerman, Paul Williams, Pat Metz, Levon Yengoyan, Michael Schick, Craig Helgeland, Linda Layton and Darla Tiner. There were five guests present. Commissioner Shouse was excused due to work schedule.

The flag salute was led by Chief Schick.

**Commissioner Williams moved to approve the agenda as presented. Commissioner Timmerman seconded; motion carried by unanimous vote.**

## **CONSENT AGENDA –**

1. Minutes of October 26, 2015, Regular Meeting
2. Approval of Vouchers: 4 EFT's for \$10,533.89, Payroll EFT for \$12,230.68, Expense Vouchers #151992-152054 for \$44,882.50, Medical Voucher #152055 for \$12,768.30, Capital Vouchers #152056-152057 for \$5,959.94, all totaling \$86,375.31.

**Commissioner Lich moved to approve the Consent Agenda items 1 and 2 as presented. Commissioner Williams seconded; motion carried by unanimous vote.**

**CHIEF'S REPORT** – Chief Schick gave his report.

**CORRESPONDENCE** – Citizen thank you's and station tour

## **UNFINISHED BUSINESS -**

Liz Loomis – Ms. Loomis gave an update to the Board of the accomplishments to help the District with their public communications. The Board thanked her for her work.

Tracy Gilroy/Easement Access – Ms. Gilroy wanted to inform the Board that she purchased the property south of the Administration bldg. and handed out her proposal for the easement access to both of our properties.

**PUBLIC INPUT** – None

**MEMBER INPUT** – None

## **COMMITTEE REPORTS –**

ICOM – Commissioner Lich gave a report. Adequate staffing is an ongoing process.

Safety – Will meet January 14, 2016.

Budget – Everything looks good.

## **UNFINISHED BUSINESS - cont'd.**

2016 Budget Presentation – Final Reading, Resolution, Budget Adoption and Levy Planning –

**Commissioner Williams moved to waive the third reading of the budget as all present had already heard it. Commissioner Timmerman seconded; motion carried by unanimous vote.**

**Commissioner Lich moved to approve Resolution 2015-10 – Adopt the Tax Revenues and Budget for 2016. Commissioner Timmerman seconded; motion carried by unanimous vote.**

**Commissioner Lich moved to approve Resolution 2015-11 – 2016 Fire Protection Levy. Commissioner Williams seconded; motion carried by unanimous vote.**

**Commissioner Lich moved to approve Resolution 2015-12 – 2016 EMS Levy. Commissioner Williams seconded; motion carried by unanimous vote.**

**Commissioner Lich moved to approve Resolution 2015-13 – 2016 Substantial Need for Setting Limit for Property Tax to be Collected in 2016. Commissioner Williams seconded; motion carried by unanimous vote.**

Policy Approval – Credit Card Procedures – Finance Manager Layton answered Board questions.

**Commissioner Williams moved to accept the Credit Card Procedure policy. Commissioner Timmerman seconded; motion carried by unanimous vote.**

Employment Agreements – Chairman Metz asked that this item be moved to the next Board meeting.

Personnel Policy Handbook/Update from Attorney Rich Davis – Chief Schick presented some minor changes from the District's attorney, which he agreed with. Commissioner Timmerman expressed some concerns with the salary schedule. Chief Schick explained the process of obtaining those numbers. Board is okay with them.

### **NEW BUSINESS -**

State Fire Marshal Request – Commissioner Lich presented the Fire Marshal Chuck Duffy's concerns regarding the state of the North Bend Burn Facility. Commissioner Williams and Chairman Metz plan to meet with WA State Representative Dave Hayes to discuss financial support to repair the Burn Facility.

**PUBLIC INPUT** – None

### **ANNOUNCEMENTS**

- Next Commissioner Meeting Monday, November 23, 2015, at the Vista Madrona Fire Station
- WFOA Life Membership/10 Year Pin – Chairman Metz

The regular meeting recessed at 8:15 p.m. and went into executive session to review charges brought against a public employee per RCW 42.30.110(f). It was expected to last 5 minutes.

The executive session adjourned at 8:20 p.m. and immediately went back into regular session with no action taken.

Community Paramedicine Presentation – Chief Schick showed the Board his presentation for the Community Paramedicine program.

There being no further business, the meeting was adjourned at 9:13 p.m.

Respectfully submitted,

Darla Tiner  
Board Secretary