

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

Phone (208) 922-1144 Fax (208) 922-1135

Minutes of Commissioners Regular Meeting

October 12, 2022

APPROVED: _____ **REVISED:** _____ (see revised version)

Chairman Greg McPherson called the meeting to order at 1:00 pm in the Kuna City Hall Council Chambers.

Present were Commissioners: Greg McPherson, Rebekah Luther, Brandon Carver, Billy Edwards and Comm. Randall Feaster. Also present were Chief T.J. Lawrence, White Peterson Attorney Marc Bybee, and Officer of Administration-Secretary-Bookkeeper Krystal Hinkle.

Agenda Approval:

Comm. Luther moved to accept the agenda with an additional of (J) – consider records exempt from disclosure and removal of (f) under section 12. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

Approval of Minutes: Comm. Luther moved to approve the Regular Meeting Minutes of September 14, 2022. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

Comm. Carver moved to approve the Special Meeting Minutes of September 20, 2022. Comm. Luther seconded the motion, motion passed with a unanimous voice vote.

Financial Reports Presented by Hinkle: Comm. Carver moved to accept the financial reports and report of fund investments, and to approve disbursement of funds in the amount of **\$314,582.90** for the District for payment of bills and payroll as presented. A disbursement of \$0 for the Community Assistance Fund for payment of bills. Comm. Edwards seconded the motion, motion passed with a unanimous voice vote.

Purchase Order over \$5,000 – None

Summary of Correspondence: None

Staff Reports:

Chief Report – by T.J. Lawrence: Chief Lawrence reported the remodel is being finalized, engine has been pushed back to March 2023 and brush trucks haven't even been started.

Local 4165 - Full Time Firefighter Report: None

Attorney Report: Bybee reported that White Peterson has been working on the items up for discussion on the agenda.

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Officer of Administration Report by Krystal Hinkle: Hinkle reported that everything was on the agenda.

Administrator of Impact Fees by Krystal Hinkle: Hinkle reported that the current fund totals \$1,911,848.28 thru August.

Old Business:

State Fire Commissioners Report: Hinkle reported the association is working on PTSD training and the Annual Conference.

Ada County City EMS System (ACCESS) Update: Nothing to report.

Levy Committee Update – The committee is continuing to meet monthly. Flyers, newsletter, press interviews, etc. are being completed.

New Business:

Secretary Report of the filing of a petition for annexation for the Summertime Residential Properties/ by Jay and Roberta Davis Family Revocable Trust as Petitioner. Set a public hearing date and time for the Annexation Petition and authorize the Secretary to publish notice of the public hearing -

Comm. Luther made a motion authorizing the secretary to publish notice of the public hearing for joint petition for Summertime and Jay and Roberta Davis for the November 9th board meeting. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution Approving the Agreement with Protex for Alarm Monitoring - Per the Chief, Protex installed our alarm system during the remodel. We didn't have an active vendor for our alarm monitoring before.

Comm. Carver made a motion approving Resolution 2022-36 for the approval of the Alarm Monitoring agreement with Protex. Comm. Luther seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution for Clarification on Work Comp Benefits -

Removed from the agenda

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Discuss and Consider Resolution Approving the Agreement with Vector Solutions-

The district uses Vector Solutions for employment time keeping and reports. This agreement is a renewal of our users and an increase in our premiums.

Comm. Carver made a motion approving Resolution 2022-37 for the approval of the User agreement with Vector Solutions. Comm. Edwards seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution Approving Amended Agreement with Haletek for Alerting System Install - The agreement from last month had a small error in the payment requirement. The payment has been updated and brought back before the board.

Comm. Luthé made a motion approving Resolution 2022-38 for the approval of the Alerting System agreement with Haletek. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider the Amount the District Should Have in Reserves Based off the Opinion of the Auditor – Sec. Hinkle spoke with the Auditor about his comment from the previous month regarding the reserves the district should have. Hinkle explained to the board that the auditor suggests having a minimum of 6 months of reserves for payroll alone, due to the market fluctuation, liability if employees leave and emergencies. It is also a good idea to have an additional 6 months in reserves for replacement of vehicles, equipment and misc. items that might come up.

Hinkle expressed that she would like to create reserve accounts that reflect our 10 year plan. This will show the board and the public where we are at in our vehicle replacement budget, equipment replacement budget, future buildings, etc.

The board asked Comm. Carver, Chief and Krystal to work on a 10 year plan with the information provided from the auditor, once the election is over.

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New Business – Discussion Only

Proposals from Local 4165

FMLA Addition – The members of Local 4165 would like to see the board add the benefits of FLMA into the policy code, even though the district doesn't qualify, because they do not meet the requirement of 50 employees.

Attorney Bybee explained the difference of FLMA as a qualifying employer vs a qualifying employee. He also explained the difference from the district allowing the benefits of FLMA in the current CLA for injured employees vs non injured employees.

There were firefighters from Local 4165 that attended the meeting. They expressed that some employees have been allowed to use FMLA and others not. However, they couldn't give exact examples, as most of them were newer to the district.

The board asked that the firefighters bring their examples to the next board meeting for further discussion.

Donation of Sick and Comp Addition-

The members of Local 4165 would like to see the board add Comp Leave and Sick Leave to the donation policy code. They also wanted to remove the 6 month employment requirement.

Sec. Hinkle provided the board the breakdown of the district's liability for PL, Comp and Sick for Firefighters Only.

Current Sick Hours Available – 3404.25 with the liability of \$87,281.13

Current PL and Comp Hours Available – 5327.13 with the liability of \$134,126.01.

Total liability to the district for PL, Comp and Sick equals \$221,407.13.

In the state of Idaho, PL and Comp leave is compensable, but sick leave is not.

There was a lot of back and forth about the pros and cons of adding Comp Leave and or Sick into the donation option in the policy code. Ultimately, the board directed the attorney to draft a policy code change allowing staff to donate PL and Comp Leave to their fellow co-workers, but not sick leave. The board asked that the policy code change be brought to the November board meeting.

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Executive Session Board of Commissioners Regular Meeting– The Commissioners, upon a unanimous roll call vote, went into the executive session, pursuant to Idaho Code Section 74-206 (1) (b) to communicate with legal counsel regarding pending litigation and (f) to consider records exempt from disclosure. The executive session commenced at 2:47 p.m. In attendance were all the members of the Board of Commissioners, Chief Lawrence, Krystal Hinkle and legal counsel Marc Bybee. Krystal Hinkle was appointed as secretary to take the minutes of this executive session. Information was then exchanged among the those in attendance. A motion was made by Commissioner Luther and seconded by Commissioner Feaster to come out of executive session, which motion passed unanimously at 4:03 p.m.

Open session resumed and Chairman McPherson reported that information was received in relation to the announced purpose for going into executive session and no action was taken by the Commissioners.

Commissioner Open Discussion – None

Commissioner Edwards moved to adjourn the meeting. Commissioner Feaster seconded the motion, motion passed with a unanimous voice vote.

Meeting adjourned at 4:03 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

Greg McPherson, Chairman