

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

Minutes of Commissioner's Regular Meeting and Public Hearing August 8, 2018

APPROVED: 9/12/18 **REVISED:** _____ (see revised version)

Chairman Bud Beatty called the meeting to order at 7:00 pm in the meeting room of Kuna Fire Station #1.

Present were Commissioners: Bud Beatty, Debi Engelhardt-Vogel, Mike Smith, Tim Crawford and Bob Humphrey were present at the meeting. Also present were Deputy Chief Terry Gammel, Officer of Administration-Secretary-Bookkeeper-Administrator Robin Ward and White Peterson Attorney William Gigray.

Agenda Approval:

Comm. Smith moved to approve the Agenda as presented and posted with the change in the order of items by moving the Executive Session up as item # 7A instead of item 12. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Approval of Minutes: Comm. Smith moved to approve the Regular Meeting Minutes of July 11, 2018, as presented. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

Public Hearing – 2019 Budget:

Comm. Smith moved to open the Public Hearing. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote. Public Hearing was opened at 7:02 p.m.

- Staff Reports
 - Officer of Administration Robin Ward reported:
 - The budget hearing notice had been published in the Kuna Melba News on August 1, 2018.
 - The proposed 2019 Budget was presented
- Public Input – no public input was given.

Comm. Smith moved to close the public hearing. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote. The public hearing was closed at 7:04 p.m.

Comm. Smith moved to adopt Resolution 2018-20, Approving and Adopting the 2019 Budget. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Public Input/Special Presentations: None

Financial Reports Provided by Ward were Presented: Comm. Engelhardt-Vogel moved to accept the financial reports and report of fund investments, and to approve disbursement of funds in the amount of \$150,660.78 for the District for payment of bills and payroll as presented and approval of \$1,068.54 for the Association for payment of bills. Comm. Smith seconded the motion. The motion passed with a unanimous voice vote.

Executive Session Board of Commissioners Regular Meeting of August 8, 2018– The Commissioners upon a unanimous roll call vote went into the Executive Session, pursuant to Idaho Code Section 74-206 (1) (a) and (b) to consider evaluation, of a public

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officer, employee of the District and to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, commenced at 7:10 p.m. In attendance, initially, were all the members of the Board of Commissioners and Wm. F. Gigray, III legal counsel who was appointed as secretary to take the minutes of this executive session. Information was then exchanged among the Commissioners regarding the subject of the executive session. At 7:30 p.m. the Officer of Administration, Secretary/ Treasurer Robin Ward, Assistant Chief Terry Gammel and Union President Greg Johnson were invited and attended the executive session. Information was exchanged by and between the Commissioners, Robin Ward, Assistant Chief and Union President regarding the subjects of the executive session. No action was taken during this executive session. A motion was then made by Commissioner Crawford and seconded by Commissioner Mike Smith, to come out of executive session which motion passed unanimously at 7:44 p.m.

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

Staff Reports:

Chief Report – by Deputy Chief Gammel: Chief Gammel reported on the following:

- Odor in Kuna – The Station was used as a command center for area agencies to discuss and try to identify the gas odor throughout the community. Gammel reported that his stance on behalf of the District was to make no comment at this time on the subject.

Local 4165 - Full Time Firefighter Report: Requested that a negotiations meeting be scheduled.

Association Report: None in attendance, Chairman Beatty reported that he felt the BBQ and community education day was a success for the 1st year. He stated there were several agencies present (Red Cross, National Guard, Life Flight, etc.) that provided some good information.

Attorney Report by Gigray: Gigray provided an update of current items being worked on, all items are on the agenda.

Officer of Administration/District Secretary Report by Robin Ward: Ward reported the following statistical incident information. All other items being worked on are on the agenda.

- July Incidents – 102 Actual Incidents
 - 5 Fire Related Calls
 - 77 EMS Calls
 - 20 Other Type Calls
 - 24 Cancelled/False Alarm/No Incidents
 - Average Calls per 24 Hour Period – 3.29

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District Administrator – Robin Ward: Ward reported that the current fund totals \$44,863, and that she had not yet received payments collected for July.

Committee Reports:

- Negotiations Committee – Chairman Beatty and Comm. Crawford scheduled the next meeting with the Local for August 29th at 10:00 a.m., as requested by the Local.
- Budget Committee - Comm. Engelhardt-Vogel reported that they would continue working on the 5 Year Strategic Plan and Budget Forecast.
- Levy Review Committee: - A special meeting is scheduled for August 22, 2018, at 7:00 p.m. for the committee to provide the Board with the detailed reports and information to be taken under consideration in regards to a possible levy increase. Comm. Engelhardt-Vogel once again expressed the importance of the details needed in regards to any proposed future expenditures and the impact on the budget. Deputy Chief Gammel stated that he had the draft report and that he would provide it to the Commissioners via email.

Ward will provide a sample of possible ballot language for review at that meeting and statistical information, for consideration. Depending on that information, another meeting will need to be scheduled to consider adopting a resolution and possibly approving a levy override on the November ballot.

Old Business:

State Fire Commissioners Report: Nothing new at this time.

Ada County City EMS System (ACCESS) Update:

Consider a resolution authorizing the Chairman to execute the updated ACCESS agreement as discussed previously.

Comm. Engelhardt-Vogel moved to adopt Resolution 2018-21 Approving the Restated and Amended Joint Powers Agreement for the Coordinated and Cooperative Provision of Emergency Medical Services in Ada County (ACCESS) and Authorizing the Chairman to Execute the Agreement. Comm. Humphrey seconded the motion, motion passed with a unanimous voice vote.

Impact Fees in Ada and Canyon Counties: Chairman Beatty reported that the meeting with Ada County Commissioners that was held on July 24, 2018, was very well attended by the area departments and districts and that it went very well. Attorney Gigray reported that he is currently working with agencies in Canyon County and hoping to they will move forward as well.

Station 2 – Cloverdale Road Property Purchase: Ward reported that the option to purchase agreement has been signed and will be provided to them once recorded at Ada County. Attorney

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Gigray recommended that the Chief follow up with them to get the proper zoning and access figured out in order to complete the purchase of the property.

City of Kuna Yard Maintenance: Attorney Gigray has drafted a joint powers agreement for the City to consider. No information on this matter, Gammel will follow up and check into.

New Business:

Policy Code Updates:

- Amending Title 1, Chapter 2, Sections 3 and 4 – District Vision Statement and Core Values – this item was postponed until the August 22nd meeting.

Standard Operating Procedures: Deputy Chief Gammel requested the following operating procedures be considered for approval.

- Traffic Control Plan, Apparatus Staging on Roadways – postponed until August 22nd meeting
- Performance Management Plan – Tenzinga System, Gammel reported that this is an online system for performance evaluations, the Chief's and Captains went through a training on the system a few months ago and we have been paying for it and need to implement it.
- Comm. Smith moved to approve the standard operating procedure A-11 Tenzinga Performance Management System. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.
- Swift Water Rescue Operations – postponed until August 22nd meeting.
- Trench Rescue Operations – postponed until August 22nd meeting.

Surplus Property: Ward reported that the Chief had requested the 2001 Ford Explorer be considered surplus and that the value is less than \$2,500. Comm. Smith moved to deem the 2001 Ford Explorer valued at less than two thousand five hundred dollars as surplus and to authorize the Chief to sell it. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Open Discussion Items: The new website was discussed and Comm. Engelhardt-Vogel requested that the following corrections be made:

- Correct statement regarding the area the District covers from southwest Canyon County to southeast.
- EMS calls are inaccurate – states 1400 in 2017, should be 1018
- Population isn't 30,000 in the District, should be approximately 26,500
- Statements about population growth is inaccurate
- Call volumes have not increased 500% since 2001 is inaccurate, they have only increased just over 100%
- Administrative Staffing is missing, needs to be added
- Remove the levy poll until the Board can approve language and statistics being shared

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- Number of staff on duty is 4 to 5, not 3 as stated

Commissioner Engelhardt-Vogel expressed how important it is that only accurate information and statistics be put out to the public.

Commissioners discussed and agreed that nothing should be posted on behalf of the District or District related information that has not been approved by the Board first.

Deputy Chief Gammel assured the Board that he would get with Anja Sundali that has been building the website and have this information corrected.

Comm. Smith moved to adjourn the meeting, Comm. Humphrey seconded the motion, motion passed with a unanimous voice vote.

Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Robin Ward, District Secretary

M.G. Bud Beatty, Chairman