

# Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

## Minutes of Commissioners Regular Meeting

March 13, 2024

**APPROVED:** \_\_\_\_\_ **REVISED:** \_\_\_\_\_ (see revised version)

Chairwoman Rebekah Luther called the meeting to order at 11:01 a.m. in the Kuna City Hall Council Chambers.

Present were Commissioners: Commissioner Rebekah Luther, Randall Feaster, Scott Burn and Dawn Hale were present. Also present were Chief T.J. Lawrence, White Peterson Attorney Marc Bybee and Officer of Administration-Secretary-Bookkeeper Krystal Hinkle.

### **Agenda Approval:**

Comm. Feaster moved to accept the agenda as printed and posted. Comm. Burn seconded the motion, motion passed with a unanimous voice vote.

**Approval of Minutes:** Comm. Feaster moved to approve the Regular Meeting Minutes of February 14, 2024. Comm. Luther seconded the motion, motion passed with a unanimous voice vote.

### **Public Hearing – Adoption of Summertime and Davis Annexation:**

Chairwoman Luther continued the hearing at 11:03 a.m.

Staff Report: A conference between the applicant's attorney and our attorney took place. We are waiting on draft language from the applicant's attorney.

Comm. Burn made a motion to table the hearing to April 10<sup>th</sup> at 11:00 am at Kuna City Hall. Comm. Feaster seconded the motion, motion passed with a unanimous voice vote.

**Presentation:** Chief Lawrence presented Eric Clymer with his 10 years of service award and Brandon Neice with his 15 years of service award.

**Financial Reports Presented by Hinkle:** Comm. Burn moved to accept the financial reports and report of fund investments and to approve the disbursement of funds in the amount of **\$316,590.77** 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:** Chief Lawrence present PO 2024-01 to the board for a new ice machine. The ice machine is leaking and is on its last leg. The replacement cost is \$5400, with \$600 additional for install and misc. hook up parts.

# Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

## Minutes of Commissioners Regular Meeting

March 13, 2024

**APPROVED:** \_\_\_\_\_ **REVISED:** \_\_\_\_\_ (see revised version)

Comm. Feaster made a motion approving PO 2024-01 for the purchase of a new ice machine for \$6000.00. Comm. Burn seconded the motion, motion passed with a unanimous voice vote.

### Staff Reports:

**Chief Report – by T.J. Lawrence:** Chief reported we have 2 Firefighters off work. One is off on Work Comp and the other is on Light Duty. There is still no update on the lot split for Station 2. Chief asked Marc to contact Tim Eck’s attorney to see if he can push them along.

There was a discussion about the Ada Co. Grant for a trailer to haul the Can Am and other equipment. Attorney Marc Bybee didn’t like the language in the agreement and was concerned about the Federal Government coming back and asking for money or items back if Ada Co. didn’t comply with the grant regulations. Due to the item not being on the agenda, no action could be taken.

**Local 4165 - Full Time Firefighter Report:** Matt Graham shared that 6 union members went to the stair climb in Seattle. They raised \$7500 for the stair climb fundraiser. One member reached the 69<sup>th</sup> floor in 16 minutes. Their golf tournament is on June 29<sup>th</sup>.

**Attorney Report:** Bybee reported he worked with Comm. Luter and Comm. Feaster on a few policy code changes, he had a meeting with Becky to go over Chair duties and had a meeting with Kuna’s staff and Springrock to go over a draft agreement.

**Officer of Administration Report by Krystal Hinkle:** Hinkle reported everything is on the agenda.

**Administrator of Impact Fees by Krystal Hinkle:** Hinkle reported that the current fund totals \$2,524,718.72 thru January permits.

### Old Business:

**State Fire Commissioners Report** – Hinkle provided information about the upcoming conference in May and Legislative Updates.

**Ada County City EMS System (ACCESS) Update** – Comm. Feaster indicated an Executive Session will take place next month.

Comm. Feaster did reach out to Marc Bybee regarding a request from ACCESS about increasing their budget, which would fall back on the agencies in ACCESS, to help fund

# Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

## Minutes of Commissioners Regular Meeting

March 13, 2024

**APPROVED:** \_\_\_\_\_ **REVISED:** \_\_\_\_\_ (see revised version)

a gym for Dr. Hilver's office. Comm. Feaster was concerned about using taxpayer money to help fund a private business. Marc Bybee did indicate that it is not legal to use taxpayer funds to help fund a private business. If it comes to a vote, Comm. Feaster will vote no in the ACCESS meeting.

### **New Business:**

#### **Discuss and Consider Policy Code Amendment – Title 24, Chapter 1– Budget**

**Committee** - Comm. Feaster made a motion approving Resolution 2024-08 for policy code amendment, Title 24, Chapter 1, dealing with the Budget Committee. Comm. Burn seconded the motion, motion passed with a unanimous voice vote.

#### **Discuss and Consider Policy Code Amendment – Title 3, Chapter 1– Board**

**Meetings** – Comm. Burn made a motion approving Resolution 2024-09 for policy code amendment, Title 3, Chapter 1, dealing with Board Meetings. Comm. Feaster seconded the motion, motion passed with a unanimous voice vote.

#### **Discuss and Consider Policy Code Amendment – Title 17, Chapter 2– Budget**

**Preparation** – Comm. Burn made a motion approving Resolution 2024-10 for policy code amendment, Title 17, Chapter 2, dealing with Budget Preparations. Comm. Feaster seconded the motion, motion passed with a unanimous voice vote.

**Discuss and Consider Policy Code Addition – Light Duty** – Chief Lawrence and Marc Bybee presented a Light Duty Policy to the Board. Chief Lawrence had concerns about section 7.14.2.3 which requires the employee to buy down their PL/Sick hours before being eligible to benefit from Light Duty when injured off the job.

The union also had concerns about 7.14.6 which modifies the employees work schedule, benefits and pay. The union thinks the district should make the employee whole, even though the injury was sustained off the job. The Chief doesn't feel this is a conflict with their Collective Bargaining Agreement, as the employee is not mandated to take light duty. It is a benefit the district could offer, but doesn't have to be taken. If the employee chooses light duty, they understand they will take a reduction in pay due to the reduction in hours and also a reduction in PL/Sick accrual.

The commissioners don't agree with the Chiefs recommendation to modify 7.14.2.3. The

# Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

## Minutes of Commissioners Regular Meeting

March 13, 2024

**APPROVED:** \_\_\_\_\_ **REVISED:** \_\_\_\_\_ (see revised version)

Chief was asked to provide the Board with light duty policies with districts of the same size to make a fair comparison. Comm. Burn made a motion to table the discussion to April. Comm. Feaster seconded the motion, motion passed with a unanimous voice vote.

**Discuss and Consider Resolution Approving the Agreement with Ultimate Heating & Air** - Hinkle presented the Board with an Agreement with Ultimate Heating and Air for HVAC maintenance on Station 1. This agreement is a renewal with an 18% increase. The board had concerns about the increase and asked the Chief to obtain other quotes to compare the cost of services.

**Discuss the Formation of an HR Committee** – Comm. Burn asked the board to approve an HR Committee because we don't have policies/procedures for HR matters, Oversight above the Chief and Officer of Administration needs to be established and this wouldn't be a decision making body. The district needs an Organization Chart and maybe identifying a board member as the contact if there are complaints about the Chief or Officer of Administration.

Chief and Krystal indicated that we have a policy that covers most of the concerns that Comm. Burn has, however, it needed to be updated. Comm. Burn asked the Chief and Krystal to review the Personnel Policy and submit their suggested changes to the board in April.

**Discuss and Consider the Application for the upcoming AFG Grant** - Due to the item not being on the agenda last month, the board was unable to approve the Chief submitting an AFG Grant. The Chief did submit the grant and the Chief is asking the board to ratify their approval to be in compliance.

Comm. Feaster made a motion to ratify the approval to submit the AFG Grant. Comm. Burn seconded the motion, motion passed with a unanimous voice vote.

# Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

## Minutes of Commissioners Regular Meeting

March 13, 2024

**APPROVED:** \_\_\_\_\_ **REVISED:** \_\_\_\_\_ (see revised version)

**Discuss and Consider Brush Truck Offer from Toombs Co. Fire Department –** Chief received an email from Toombs Co. Fire Department indicating they are an all volunteer department looking to purchase 3 brush trucks for \$150,000.00. That means they have to find 3 brush trucks at or below \$50,000.00. Chief asked the board to consider taking \$50,000.00 for our brush truck, as we haven't had any other interest and this would help out a volunteer department.

Comm. Burn made a motion approving the sale of Brush Truck 62 for \$50,000.00. Comm. Feaster seconded the motion, motion passed with a unanimous voice vote.

**Commissioner Open Discussion –** The Budget Committee is working on merging Title 17 and the district's Financial Management Policy before working on Budget Year 2025. The Committee will have the policy for review at the April Board Meeting.

Work Comp Rates and Injuries are a concern of the board. Our employees are getting injured and taking long periods off which is causing burn out in the firefighters, which can result in more injuries. The board is also concerned about the cost of our Work Comp insurance increasing drastically and being over 400% higher on our EMOD than the industry standard. The board wants to make sure we are fiscally responsible but their number one goal is keeping the firefighters safe and free from injury.

The board tasked the Chief with providing the board with an Action Plan on how they will reduce injuries and reduce our EMOD rating. This needs to be provided to the board in April.

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

Meeting adjourned at 1:22 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

Rebekah Luther, Chairwoman