

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 July 11, 2018

APPROVED: X 8/8/18 **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, and Tim Crawford were present at the meeting. Bob Humphrey was absent from the meeting. Also present were Fire Chief Perry Palmer, Officer of Administration-Secretary-Bookkeeper-Administrator Robin Ward and White Peterson Attorney William Gigray.

Agenda Approval:

As noted on the posted Amended Agenda - Ward reported that the original agenda had been posted on July 9th, 2018, prior to 5:00 p.m.

Comm. Smith moved to approve the Agenda as presented and posted. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

Approval of Minutes: Comm. Smith moved to approve the Regular Meeting Minutes of June 13, 2018, as presented. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Public Hearing – Skyline Park & Event Center Petition for Annexation:

Comm. Smith moved to open the Public Hearing. Comm. Crawford 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 that the petition had been submitted and was complete.
 - The following exhibits were available for review:
 - Skyline Park & Event Center Petition for Annexation
 - Legal Description of the Property
 - Notice of Public Hearing Published in Kuna Melba News
 - Proof of Publication on July 4, 2018, Kuna Melba News
 - Map #1 Ada County Assessor Parcel Map
 - Map #2 KRFD map with property identified
 - Fire Chief Perry Palmer reported that the property could be serviced by the District and that the property owner has been informed of the delayed response time of 17-20 minutes due to the location of the property and distance from Kuna Fire Station #1.

Comm. Smith moved to recess at this time to allow time for the petitioner to appear. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

Public Hearing was reconvened at 8:30 p.m.

- Public Input – no public input was given and the petitioner did not appear.

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- Attorney Gigray provided a Findings of Fact, Conclusion of Law, and Order of Annexation for consideration by the Commissioners.

Comm. Smith moved to close the public hearing. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Comm. Smith moved to approve the annexation of Skyline Park & Event Center and to approve the Findings of Fact, Conclusion of Law, and Order of Annexation. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Public Input/Special Presentations:

- 2017 Audit Report – Jordan Zwygart of Millington Zwygart CPA's presented the 2017 Audit Report.

Comm. Engelhardt-Vogel moved to approved the audit report as presented. Comm. Smith seconded the motion, motion passed with a unanimous voice vote.

- Pinning of New Hires: Chief Palmer presented the oath of office and pinning of new hires Firefighter/Paramedic Matt Graham and Anja Sundali.

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 \$204,431.77 for the District for payment of bills and payroll as presented and approval of \$1,206.96 for the Association for payment of bills. Comm. Smith seconded the motion. The motion passed with a unanimous voice vote.

Purchase Order Over \$5,000 - The following purchase order was presented for approval:

- Kendall Auto Mall – 2018 GMC Command Vehicle \$30,412

Comm. Smith moved to approve the purchase order as presented. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

Staff Reports:

Chief Report – Perry Palmer: Chief Palmer reported on the following:

- Training: Have been doing joint training with Meridian
- Command Vehicle (GMC) should be delivered next week.
- Chief will not be at the August meeting, he will be attending a National Chief's Conference and then taking personal time. Will be out from August 5th thru the 21st.

Local 4165 - Full Time Firefighter Report: Nothing to report.

Association Report: Alicia Wilke was present and reported that they had fixed up the mower and sold it for \$1,800. Community Education Day and BBQ scheduled for July 21, 2018.

Attorney Report by Gigray: Gigray provided an update of current items being worked on:

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- Cloverdale Property Purchase: Has been working with the Chief and Terry Cook on requested changes to the option to purchase agreement.
- Provided the letter to the auditors.
- Consulted Admin. on staffing issues.

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.

- June Incidents - 125:
 - 10 Fire Related Calls
 - 100 EMS Calls
 - 15 Other Type Calls
 - Mutual Aid was Given & Received 7 Times
 - 16 Cancelled/False Alarm/No Incident Calls
 - Average Calls per 24 Hour Period - 4

District Administrator – Robin Ward: Ward reported that the second month of impact fees had been received from the City of Kuna for collections during June, those amounted to approximately \$33,000.

Committee Reports:

- Negotiations Committee – Chairman Beatty reported that they are waiting to hear back from the local, they were going to research information on VEBA and MERP options.
- Budget Committee – Robin Ward presented the 2019 proposed budget for review and discussion and to consider for publication. Commissioners reviewed the proposed budget.

Comm. Smith moved to authorize the publication of the proposed budget and public hearing scheduled for August 8, 2018, at 7:00 p.m. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

- Levy Review Committee: - Chief Palmer reported that the Committee has been meeting every Tuesday and was split in to groups to evaluate needs for capitol, M&O, personnel, and then marketing of the levy. Chief Palmer and the Committee have estimated the dollars needed for the following:
 - Station Remodel/Expansion \$500,000
 - Capitol – Vehicles & Apparatus \$330,000/year for 10 years (3.3 million)
 - Personnel – Hire 6 Additional FF's \$590,000/annually
 - M&O \$146,785/annually
 - New Stations – to be funded by impact fees

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Chief Palmer and the Commissioners discussed the time line of trying to make the November Ballot. Chief Palmer will provide a detailed proposed plan to the Commissioners at a special meeting on August 22, 2018, 7:00 p.m. for consideration of a dollar amount of a possible levy increase and to consider ballot language.

Old Business:

State Fire Commissioners Report: Krystal Hinkle reported that the legislative summit will be July 14th.

Ada County City EMS System (ACCESS) Update: Executive Committee will meet July 26th.

Impact Fees in Ada and Canyon Counties: Meeting with Ada County is scheduled for July 24, 2018. Comm. Beatty will attend that meeting along with the Chief and Robin Ward.

Station 2 – Cloverdale Road Property Purchase: Attorney Gigray reported that they have made some changes and provided it to them and are waiting a response.

City of Kuna Yard Maintenance: Attorney Gigray has drafted a joint powers agreement for the City to consider. Chief Palmer is working with them on that.

New Business:

Policy Code Updates: Attorney Gigray provided a resolution for consideration on the following:

- Amending Title 20, Chapter 7, Sections 1 and 2

Comm. Smith moved to adopt Resolution 2018-19, Amending Title 20, Chapter 7, Sections 1 and 2 of the Policy Code Adding a Secretary's Designee as Custodian of District Records in the Secretary's Absence and Changing the Fire Marshall to Fire Code Official. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Executive Session: Comm. Beatty moved to convene into Executive Session pursuant to Idaho Code Section 74-206 (1) (b) and (c). Comm. Smith seconded the motion. Attorney Gigray, Chief Palmer and Robin Ward were asked to remain in the session. A roll call vote was taken and the motion passed unanimously. Commissioners convened into Executive Session at 8:04 p.m.

Comm. Crawford moved to come out of executive session. Comm. Smith seconded the motion, motion passed with a unanimous voice vote.

Chairman Beatty resumed the regular meeting at 8:30 p.m. and announced that information was received and no action was taken during the Executive Session.

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Open Discussion Items: None

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

Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Robin Ward, District Secretary

M.G. Bud Beatty, Chairman