

BOARD OF COMMISSIONERS MINUTES

Kuna Rural Fire District
Regular Meeting January 14, 2026

OPEN REGULAR MEETING

Commissioner Hale called the regular meeting of the Kuna Rural Fire District Board of Commissioners to order January 14, 2026, at 9:59 AM.

COMMISSIONERS PRESENT

Commissioner present at the meeting included Commissioner Rebekah Luther, Commissioner Carrera Atkinson, Commissioner Dawn Hale, Commissioner Halie Cavanagh, and Commissioner Robert Hilpert.

Additional individuals present included Attorney Marc Bybee, Chief TJ Lawrence, Assistant Chief James Trumble, Executive Assistant Darlene Bishop and members of the public.

CONSENT AGENDA APPROVAL

Commissioner Atkinson made a motion to approve the Consent Agenda as printed and posted. Seconded by Commissioner Cavanagh. Approved unanimously.

- Approval of the Agenda
- Approval of the Regular Meeting Minutes dated December 10, 2025.
- Approval of the Special Meeting Minutes dated December 29, 2025
- Approval of the Financial Reports including the fund investments, approval of bills, accounts payable, and Impact Fee Account Balances.

PUBLIC INPUT/DISCUSSION

- There was no public input or discussion.

PRESENTATIONS

- There were no presentations.

STAFF REPORTS

Chief Report, TJ Lawrence

- 2 Captains are still on light duty. They are tentatively expected back to full duty in March.
- Station 2 Construction is underway, we should receive an updated construction schedule soon. Substantial completion is expected in September.
- Impact Fee study with Tischler Bice is nearing completion, with presentation to the Board in February or March.
- Darlene Bishop and myself are looking at dates to attend the Financial Management Class offered at the National Fire Academy.
- Staff and Union leadership are working on an MOU to address language in the CBA requiring a captain eligible firefighter minimally to staff the Rescue. This is not providing the best service to our citizens. MOU and Policy Code change should be put before the Board in February.
- The feasibility study from Tischler Bice regarding how consolidation would affect both fire districts has been provided and is being reviewed for accuracy.
- Yesterday we held our first quarterly Captains meeting. 6 of 8 Captains as well as both Chiefs attended.

LOCAL 4165 REPORT

Matt Graham, President

- Nothing to report.

ATTORNEY REPORT

Marc Bybee, Attorney

- Marc reviewed the visitor policy and sent the red line version to Chief Lawrence.
- Presented a lengthy Policy Code update Resolution to Chief Lawrence for review. This is to clean up language regarding certain positions within the District.
- Attorney Bybee was able to review the 3 3rd party inspector submissions, but has not had time to review the contract. He will work with Chief Lawrence on the contract.

STATE FIRE COMMISSIONERS' ASSOCIATION REPORT

Rebekah Luther, Commissioner

- Conference information has gone out. Deadline to reserve hotel rooms is February 22, 2026 and the deadline for conference registration is the end of the month.

ACCESS

Carrera Atkinson, Commissioner

- There have been no meetings since the Board meeting in December.

OLD BUSINESS:

- There was no old business

EXECUTIVE SESSION

- Commissioner Atkinson made a motion, Commissioner Luther seconded the motion, to enter an executive session pursuant to Idaho Code § 74-206(1) (b) 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, or public-school student:

Verbal Roll Call:

- Commissioner Luther - yes
- Commissioner Cavanagh - yes
- Commissioner Atkinson – yes
- Commissioner Hale – yes
- Commissioner Hilpert – yes

Also in attendance was Chief Lawrence and Attorney Bybee.

Executive Session:

- Starting at: 10:19 a.m.
- Ended at: 10:30 a.m.

OPEN SESSION RESUMED -POST EXECUTIVE SESSION BUSINESS

Commissioner Hale reported that no action was taken by the Commissioners in Executive Session.

NEW BUSINESS:

- **Oath of Office**

- Commissioner Atkinson, Commissioner Cavanagh and Commissioner Hilpert were sworn in for the term of 2026-2029
- **Resolution 2026-01, Nomination and Appointment of Board Chair, Vice Chair, Secretary and Treasurer**
 - Commissioner Atkinson nominated Commissioner Hale as **Board Chair**.
 - Commissioner Hilpert seconds the motion. Motion carries unanimously.
 - Commissioner Hale nominated Commissioner Atkinson as **Vice Chair**.
 - Commissioner Hilpert seconds the motion. Motion carries unanimously
 - Commissioner Atkinson nominated Darlene Bishop as **Secretary**.
 - Commissioner Hale seconds the motion. Motion carries unanimously.
 - Commissioner Luther nominates Commissioner Hilpert as **Treasurer**.
 - Commissioner Cavanagh seconds the motion. Motion carries unanimously.
 - Commissioner Atkinson made a motion to approve Resolution 2026-01.
 - Commissioner Luther seconds the motion. Motion carries unanimously.
- **Approval of District Fire Chief for 2026**
 - Commissioner Atkinson made a motion to approve Chief Lawrence as Fire Chief for 2026.
 - Commissioner Luther seconds the motion. Motion carries unanimously.
- **Approval of District Attorney**
 - Commissioner Hale made a motion to nominate White Peterson to serve as Attorney for Kuna Rural Fire District.
 - Commissioner Atkinson seconded the motion. Motion carries unanimously.
- **Resolution 2026-02, Regular Monthly Commissioner Schedule**
 - Commissioner Hale made a motion to approve Resolution 2026-02.
 - Commissioner Atkinson seconds the motion. Motion carries unanimously.
- **Appointment of Commissioners to the Budget Advisory Committee**
 - Commissioner Atkinson nominated Commissioner Hilpert and Commissioner Hale to the Budget Advisory Committee.
 - Commissioner Cavanagh seconds the motion. Motion carries unanimously.
- **Appointment of Commissioners to the Union Negotiations Committee**
 - Commissioner Atkinson nominated Commissioner Hilpert and Commissioner Luther to the Union Negotiations Committee
 - Commissioner Cavanagh seconds the motion. Motion carries unanimously.
- **Presentation of 3rd Party Inspectors for Station 2**
 - Chief Lawrence explained that having a 3rd party inspector was a requirement of the architect and engineer on this project.
 - 3 proposals were received. They were from Atlas, Allwest, and Strata. Chief Lawrence had a discussion regarding the 3 firms with our owner representative, his response was that they are all reputable companies.
 - The difference of costs really came down to trips and hourly charges.
 - Chief Lawrence recommended the bid be awarded to Allwest.
 - The Board directed Chief Lawrence and Attorney Bybee to finalize the contract with Allwest.
- **Request for Waiver of Impact Fees by Kuna Food Bank**
 - After much discussion the Board took no action.

COMMISSIONER DISCUSSION

- Commissioner Hilpert let the Board know that he will resume work with Local 4165 on the KMLA.

ADJOURNMENT

With no further discussion, the meeting was adjourned. Commissioner Luther made a motion to adjourn, Commissioner Atkinson seconded the motion. Approved unanimously. Meeting adjourned at 11:16 a.m.

A regular meeting is scheduled for February 11, 2026 at 10:00 a.m.
Submitted: Darlene Bishop