

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

Minutes of Commissioners Regular Meeting December 14, 2022

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

Chairman Greg McPherson called the meeting to order at 1:06 pm in the Kuna City Hall Council Chambers.

Present were Commissioners: Greg McPherson, Rebekah Luther, Brandon Carver and Billy Edwards. Comm. Randall Feaster attended by phone until 1:35. Also present were Chief T.J. Lawrence, White Peterson Attorney Marc Bybee, and Officer of Administration-Secretary-Bookkeeper Krystal Hinkle.

Agenda Approval:

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

Approval of Minutes: Comm. Luther moved to approve the Regular Meeting Minutes of November 9, 2022. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

Continued Public Hearing – Adoption of Summertime and Davis Annexation

Public Input/discussion – Due to the development not being finalized for approval with the County, the board would like to continue the hearing on March 8th at 1:00pm.

Public Hearing – Adoption of Amended Plan Review Fee Schedule

Comm. Edwards made a motion to open the hearing at 1:14pm. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

Sec. Hinkle reported the legal notice was published in the Kuna Melba News on 11/30/2022 and 12/7/2022.

Hinkle indicated the district negotiated with the City about the collection of our Commercial Plan Review Fees. The City does not want to continue collecting our fees. The district is asking the board to move forward with the new fee schedule. The district has updated their website and setup a new Commercial Valuation Form that can be paid online.

Comm. Luther made a motion to close the hearing at 1:17pm. Comm. Edwards seconded the motion, motion passed with a unanimous voice vote.

Comm. Carver made a motion to approve Resolution 2022-40 for the adoption of the amended plan review fee schedule.

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III-A – Annual Update – Susan Lausen presented an Annual Update to the Board of Commissioners.

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 **\$265,960.72** 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. Luther seconded the motion, motion passed with a unanimous voice vote.

Purchase Order over \$5,000: None

Summary of Correspondence: Christmas Cards

Staff Reports:

Chief Report – by T.J. Lawrence: Chief Lawrence reported the district is fully staffed. Received temporary occupancy on the 28th of November. We have had 2 members down with COVID. New hire posting for firefighters and Asst. Chief will take place in January.

Local 4165 - Full Time Firefighter Report: Matt Graham thanked the board for all of the accomplishments in 2022. The food drive was successful.

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

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 \$2,031,577.54 thru October.

Old Business:

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

Comm. Luther and Comm. Carver are interested in attending the training.

Ada County City EMS System (ACCESS) Update: No Update

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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 consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public office, employee, staff member or individual agent or public school student and (d) to consider records exempt from disclosure. The executive session commenced at 1:53 p.m. In attendance were all the members of the Board of Commissioners, minus Comm. Feaster, 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 Carver and seconded by Commissioner Luther to come out of executive session, which motion passed unanimously at 2:19 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.

Comm. Edwards stepped out of the meeting from 2:20pm and returned at 2:50pm.

New Business:

Discuss and Consider the Purchase of Workout Equipment –

There was a discussion about the risks involved with the workout equipment being selected. Chief brought up the liability of Ada Co. and possibly the Sheriff's office utilizing our equipment.

Comm. Carver made a motion approving the workout equipment as presented. Comm. Luther seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider the Purchase of Kuna Fire's Old Engine, going to

Auction - The board doesn't want to make any decisions until the Chief and Chairman McPherson can see the apparatus. Sec. Hinkle will try reaching out to the seller again. The item will be tabled until the apparatus can be viewed.

Discuss and Consider Resolution Approving Policy Code Amendment, Section 4,

Chapter 3, Title 2 – Comm. Luther made a motion to approve Resolution 2022-41 for the amendment of Policy Code Section 4, Chapter 3, Title 2 for the submission to the

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Clerk for subdistrict boundary changes. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution Approving Policy Code Amendment, Section 5, Chapter 11, Title 7 – Comm. Carver made a motion to approve Resolution 2022-42 for the amendment of Policy code Section 5, Chapter 11, Title 7 changing the date requirements for buy down of PL. Comm. Luther seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution Approving the Destruction of Records – Comm. Carver made a motion to approve Resolution 2022-43 for the destruction of records as presented. Comm. Edwards seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution Surplus of Personal Property – Chief presented the Board with a list of items to be surplus due to the Remodel of Station 1. Items included: Mattresses, kitchen utensils, tvs, and wardrobe cabinets.

Comm. Carver made a motion approving Resolution 2022-44 for surplus the items as presented. Comm. Luther seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution Approving an Employment Agreement with Thomas Lawrence – Commissioner Luther made a motion approving Resolution 2022-45 for the approval of an Employment Agreement with Thomas Lawrence. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution Approving an Employment Agreement with Krystal Hinkle – Commissioner Luther made a motion approving Resolution 2022-46 for the approval of an Employment Agreement with Krystal Hinkle. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution Approving Administrative Assistant Pay and Benefits - Commissioner Luther made a motion approving Resolution 2022-47 for the approval of the Administrative Assistant Pay and Benefits for 2023. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

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Commissioner Open Discussion – Comm. Edwards was able to hold (5) EDU’s with the City for Station 2. Chief will check with the City about using their facility for Commissioner meetings in 2023. 2023 Kick off Employee Party will be hosted on the 28th at 6:00pm at the Crooked 8.

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

Meeting adjourned at 3:27 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

Greg McPherson, Chairman