

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

Minutes of Commissioners Regular Meeting

July 8, 2020

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

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

Present were Commissioners: Bud Beatty, Mike Smith, Tim Crawford, Randall Feaster and Greg McPherson. Also present were Fire Chief Phil Roberts, White Peterson Attorney William Gigray, and Officer of Administration-Secretary-Bookkeeper Krystal Hinkle.

Agenda Approval:

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

Approval of Minutes: Comm. Crawford moved to approve the Regular Meeting Minutes of June 10, 2020. Comm. Feaster seconded the motion, motion passed with a unanimous voice vote.

Public Input/Special Presentations: None

Financial Reports Presented by Hinkle: Comm. Smith moved to accept the financial reports and report of fund investments, and to approve disbursement of funds in the amount of \$168,344.79 for the District for payment of bills and payroll as presented. A disbursement of \$0 for the Association for payment of bills. Comm. McPherson seconded the motion, motion passed with a unanimous voice vote.

Purchase Orders over \$1,000: The Chief is requesting \$2,150.00 to replace microphones on the portable radios. Comm. Smith made a motion to approve PO 2020-02 in the amount of \$2,150.00. Comm. McPherson seconded the motion, motion passed with a unanimous voice vote.

Summary of Correspondence: None

Staff Reports:

Chief Report – by Phil Roberts: Chief Roberts reported we currently have one employee currently quarantined. We are 42.1% expended in the budget. We are at 857 incidents for the year. The Impact Fee Committee met, and no changes were made. The 4th of July was pretty minimal. Ada County is back to phase 3 and might be going back to phase 2 with the amount of COVID cases coming in. The memorial is scheduled for July 28th and it might be postponed to September 11th. Engine 62 failed pump test and is in getting fixed and will cost the district around \$3200.00. Our hose testing was completed, and we have a handful of hose that did not pass. Due to social distancing, Krystal's office has been taken over as a bedroom.

Local 4165 - Full Time Firefighter Report: Anja Sundali expressed her gratitude for a quick and successful negotiation.

Association Report: No one in attendance

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Attorney Report: Gigray reported information was given to the Chief for Request for Qualifications and the Design Build. The Cloverdale property closing documents have been sent out.

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 \$1,091,297.37 thru May.

Old Business:

State Fire Commissioners Report: Hinkle reported the association is looking for conference locations and it might be online due to COVID.

Ada County City EMS System (ACCESS) Update:

Board to Authorize the Chief to Approve and Implement the ACCESS Policy for Patient Transport – Chief reported there wasn't a meeting.

RFP for Station 1 Design: Chief reported that he obtained an example draft. The board would like a Design Build/Request for a proposal. Attorney Gigray stated we need to have a draft idea for the request. The Chief indicated he is almost done with a draft for the board to review.

New Business:

Discuss and Consider Resolution Authorizing the Chairman to sign the Canyon County Inter. Gov. Agreement: Commissioner Smith made a motion approving resolution 2020-23 authorizing the Chairman to sign the Intergovernmental Agreement and Joint Powers Agreement for the Collection and Expenditure of Development Impact Fees. Commissioner McPherson seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Resolution Amending the District Policy Code Paragraph 13 and 19 of Subsection 1 of Section 1 of Title 26: Commissioner Smith made a motion approving resolution 2020-24 amending Title 26. Commissioner McPherson seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider the approval of the 2020 MOU with Idaho CAPP facility and authorize the Chief to sign: Commissioner Crawford made a motion approving the 2020 MOU with Idaho CAPP and authorizing the Chief to sign the MOU. Commissioner McPherson seconded the motion, motion passed with a unanimous voice vote.

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Approval to Open Two New Bank Accounts with First Interstate for the Collection of Impact Fees with Current Signers:

Commissioner McPherson made a motion allowing Krystal to open two new accounts for the collection of Impact Fees. Commissioner Feaster seconded the motion, motion passed with a unanimous voice vote.

Hardship Case 2020-03: Hinkle reported a customer that qualified for a 20% write off based off our hardship grid. The balance was \$250.00 and now \$200.00.

Surplus of Mannequins: Chief indicated to the board we have extra mannequins that can't be used at the district. The mannequins were purchased in 2004 and 2008 for a total of \$4,589.40. The estimated value is \$3,000.00.

Commissioner Smith made a motion approving resolution 2020-25 for the surplus of the older mannequins and allowing the Chief to determine who to donate them to. Commissioner Feaster seconded the motion, motion passed with a unanimous voice vote.

Lease of Admin Office Space: Hinkle proposed the move of Admin offices for Dianna, Shannon and herself to the Kuna Business Center. With COVID, Dianna and Shannon can't be in their office at the same time and Krystal has been kicked out of her office for the crews to have an extra bedroom.

Commissioner Smith made a motion to move forward with getting a lease agreement prepared with the Kuna Business Center and brought back to the board for approval. Commissioner McPherson seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider the Proposed 2021 Budget and Direct the Secretary to Publish the Notice in the Kuna Melba News: Commissioner Smith gave an overview of the proposed 2021 Budget from the Budget Committee. There were a couple of items that were a concern to Commissioner Smith. First, there is a request for blue tooth headsets from the Chief. The reason for the headsets is for safety and the ability to move around without being tethered.

Second, Commissioner Smith was concerned with buying new radios when there is nothing wrong with the current ones. He wants to make sure they aren't purchased unless the others fail and can't be repaired.

Lastly, Commissioner Smith would like the board to go out for bid more often to see if we are paying too much. Commissioner Beatty indicated we changed insurance companies two years ago and every year at the Annual Commissioner meeting, he speaks to each company to get information for potential bids.

Commissioner McPherson made a motion approving the proposed 2021 Budget and to direct the secretary to publish the notice in the Kuna Melba News.

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Executive Session of the Board of Commissioners: Chairman Beatty made a motion to go into executive session. Commissioner Crawford seconded the motion. The Commissioners, upon a unanimous roll call vote, went into the Executive Session, pursuant to Idaho Code Section 74-206 (1) (c) and (f) to acquire an interest in real property and to communicate with legal counsel for the Fire District to discuss the legal ramifications of and legal options for pending litigation. The executive session commenced at 2:01 p.m. In attendance were all the members of the Board of Commissioners, legal counsel Wm. F. Gigray, III, Chief Roberts and Sec. Hinkle. Information was then exchanged among the Commissioners in attendance, Wm. F. Gigray, III, Chief Roberts and Sec. Hinkle regarding the subject matters of the executive session. At 2:42 p.m. a motion was then made by Commissioner Beatty and seconded by Commissioner McPherson, to come out of executive session which motion passed unanimously.

Open session resumed at 2:42 p.m, 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.

New Business Continued:

Discuss Correspondence from Kim Briggs in Relation to the Fire Code:

Gary and Kim Briggs located at 9000 Kuna Rd., Kuna ID 83634 addressed the board regarding a wedding venue that was approved by Terry Gammel.

The Briggs explained that Terry Gammel had them submit 4 different options for setup and Terry requested they install 4 doors, one in each corner, property lighting with emergency hardware and to have a 26 foot drivable surface.

The architect, Pat Woodcock indicated that the venue is a A3 occupancy. That does not require a fire suppression system.

The Chief and Deputy Fire Marshal is refusing to sign off on approval because their interpretation of the code indicates they are an A2 occupancy and require a fire suppression system.

Commissioner Beatty indicated that by state law, the board has no authority over the determinations from the Fire Marshal. All the board can do, is pass on the information onto the Fire Marshal.

Chief indicated that we would do more due diligence and request a third-party review.

Discuss and Consider Policy for Pandemic Related Sick Leave: Hinkle explained the requirements of the FFCRA for sick leave. Hinkle suggested the firefighters get 96 hours vs 80 hours due to their 24 hour work schedules.

The Board is allowing 96 hours of COVID sick leave for full time first responders working 24 hour shifts and up to 80 hours for full time administrative staff.

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Commissioner Open Discussion –.

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

Meeting adjourned at 3:21 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

M.G. Bud Beatty, Chairman