

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

Minutes of Commissioner's Regular Meeting November 14, 2018

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

Agenda Approval:

Comm. Engelhardt-Vogel moved to approve the Agenda as presented and posted. Comm. Humphrey seconded the motion, motion passed with a unanimous voice vote.

Approval of Minutes: Comm. Engelhardt-Vogel moved to approve the Regular Meeting Minutes of October 10, 2018, and the Special Meeting Minutes of October 17, 2018, as presented. Comm. Smith seconded the motion, motion passed with a unanimous voice vote.

Public Input/Special Presentations: None

Financial Reports Provided by Officer of Administration Robin 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 \$162,487.73 for the District for payment of bills and payroll as presented and approval of \$300.00 for the Association for payment of bills. Comm. Smith seconded the motion. The motion passed with a unanimous voice vote.

Staff Reports:

Chief Report – by Perry Palmer: Chief Palmer reported that a crew had been sent to the California fires, three members on the brush truck and Assist. Chief Gammel went as a task force leader. They are currently in the Malibu area. Crews have been attending joint training in Meridian on center hallway training.

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

Association Report: Alicia Wilke reported that they have scheduled the annual Christmas Party on December 15th at 6:00 p.m. at the Kuna Community Center, 360 W Main, Kuna. She also reported that they would be doing a toy drive at Walmart in Meridian.

Attorney Report by Gigray: Gigray reported that all items he has been working on are on the agenda and he will report under those items.

Officer of Administration/District Secretary Report by Robin Ward: Ward reported that all items she has been working on are addressed on the Agenda.

District Administrator of Impact Fees – Robin Ward: Ward reported that the current fund totals \$194,484 thru October.

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Committee Reports: None

Old Business:

State Fire Commissioners Report: Krystal Hinkle reported that the Annual Conference was held at the Riverside November 9-11th. They had a good turnout and good presentations/speakers.

Ada County City EMS System (ACCESS) Update: Chairman Beatty reported that the Executive Committee had a meeting October 25th. They elected officers and set the agenda for the year. Chairman Beatty is the Vice President for 2019. The Administrative Committee will meet next week.

Station 2 – Cloverdale Road Property Purchase: Chief Palmer reported that he has met with the City, the property is within the City limits. They will put it on the first council meeting in December and will hopefully get the zoning approved and verify the legal parcel.

City of Kuna Yard and Grounds Maintenance: Attorney Gigray provided an informed consent to representation and a resolution for consideration to enter in to and authorize the Chairman to sign a Joint Powers Agreement with the City of Kuna.

Comm. Smith moved to accept the Informed Consent to Representation from Mr. Gigray and to authorize the Chairman to sign the acknowledgement. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Comm. Smith moved to adopt Resolution 2018-23 to Enter into the Kuna Joint Powers and Interagency Cooperative Repair and Maintenance Services Agreement with the City of Kuna and to Authorize the Chairman to sign the Agreement. Comm. Humphrey seconded the motion, motion passed with a unanimous voice vote.

Policy Code Updates:

- Amending Title 1, Chapter 2, Sections 3 and 4 – District Vision Statement and Core Values – this item was postponed.

Failure of Levy Override Election Discussion: The levy override received a 65.1% voter approval and needed 66.7%. Chief had a report of incorrect ballots being distributed to constituents that did not have the Kuna Levy question on them and they should have. He met with Ada County and they determined it effected approximately 25 voters and he feels there wouldn't be enough to make a difference so it isn't worth pursuing with the County.

Chairman Beatty reported that the open houses were poorly attended with only 3 people total showing up for the two days. He had handed out 500-600 of the information flyers at Albertsons and felt that was better coverage.

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The union members reported that they had went door to door and handed out flyers as well.

Chairman Beatty recommended that a committee be reconvened, reanalyze the dollars needed, and determine if the amount can be decreased? Do we need everything that was listed?

Attorney Gigray recommended that the Impact Fee Committee also be reconvened and revisit the Capital Improvement Plan, make sure it is up to date and inclusive of the items needed.

In summary, the board agreed that once those committees provided an updated report on the dollar amount needed and an update from the Impact Fee Committee, they would have enough information to go back to the voters in May of 2019.

Lexipol Online Policy: Chief Palmer reported that he had attended a meeting with surrounding departments and they got some of the Attorney's questions answered. He felt the advantages are the daily employee required trainings on the policy, updates are sent out to all employees immediately. He said some policies would remain that are currently in place.

Gigray reported that he had reviewed the response from Lexipol and he was concerned that they were not registered in the State of Idaho. Ward informed him that Lexipol had recently registered with the Secretary of State. He also discussed the copyrights and that he would not be comfortable housing any of their policy in his office to avoid any copyright violations. The Policy would have to be kept solely on our computers and in our office.

Gigray also advised that if Kuna chooses to proceed, the policies would need to be reviewed, determine which policies the Chief could approve and which ones the Board would need to have approval of. He stated he is not against Lexipol Policy, he just wants to make sure the Board is aware of what they would be adopting.

Chief Palmer reported that the Eagle Chief has experience with Lexipol and he is also in the process of implementing in Eagle. He will reach out to Chief Coffelt to see if he might be able to come and explain how it works and share his experience with it.

Impact Fees in Ada and Canyon Counties: Attorney Gigray reported that he had met with North Ada and Eagle, they are on board to move forward with their impact fees. Gigray has provided the County with proposed language that would provide for a provision to indemnify the County from any liability related to the collection of the fees.

New Business:

Ada County Dispatch Agreement: Chief Palmer is working with Ada County to make necessary changes.

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Letter of Engagement 2018 Audit: Robin Ward provided a proposed Letter of Engagement that was received from Zwygart John & Associates to provide audit services for the 2018 calendar year.

Comm. Smith moved to accept the proposal and to authorize the Chairman to sign the letter of engagement with Zwygart John & Associates to perform the 2018 Audit. Comm. Engelhardt-Vogel seconded the motion passed with a unanimous voice vote.

Ambulance Hardship Case: Robin Ward presented Hardship Case #18-05 and reported that the application met the qualifications for a 100% write off of the remaining balance of \$628.24.

Comm. Smith moved to authorize the write off of \$628.24 for Hardship Case #18-05. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Ada County Impact Fees: Attorney Gigray recommended that a public hearing be scheduled to adopt the CIP. He also provided a resolution for consideration that forms the joint development impact fee advisory standing committee and appoint the committee.

Comm. Engelhardt-Vogel moved to schedule a public hearing on December 12, 2018, at 7:00 p.m. to adopt the Capital Improvement Plan and to authorize the Secretary to publish the legal notice of the hearing. Comm. Humphrey seconded the motion, motion passed with a unanimous voice vote.

Comm. Smith moved to adopt Resolution 2018-24 providing for the Ada County/Kuna Rural Fire District Joint Development Impact Fee Advisory Standing Committee as a Standing Committee. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Comm. Engelhardt-Vogel moved to nominate and appoint the following members to the Ada County/Kuna Rural Fire District Joint Development Impact Fee Advisory Committee:

- Kelsy Holder
- Kara Medrano
- Dave Gronbeck
- Michael Larson
- Ana Paz & Enrique Contrera

Comm. Humphrey seconded the motion, motion passed with a unanimous voice vote.

Executive Session Board of Commissioners– Comm. Beatty moved to convene into Executive Session Idaho Code Section 74-206 (1) (b) to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. Comm.

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Smith seconded the motion, motion passed with a roll call vote. Attorney Gigray was asked to remain in the session and to act as the recording secretary of the session.

The executive session commenced at 8:14 p.m. In attendance, initially, were all the members of the Board of Commissioners and legal counsel Wm. F. Gigray, III. Wm. F. Gigray, III was appointed as secretary to take the minutes of this executive session. Information was then exchanged among the Commissioners. At 8:25 p.m. Krystal Hinkle invited and attended the executive session. Information was then provided by and exchanged with Krystal Hinkle regarding subject matter of the executive session. At 9:18 p.m. Krystal Hinkle was excused from the executive session and Chief Palmer was invited and attended the executive session. The Chief and Commissioners then exchanged information regarding the subject matter of the executive session. A motion was then made by Commissioner Debi Engelhardt-Vogel and seconded by Commissioner Mike Smith, to come out of executive session which motion passed unanimously at 10:03 p.m.

By: Wm. F. Gigray, Secretary of Executive Sessions

Resume Meeting and Executive Session Summary: Comm. Beatty reported that information had been received in regards to the purpose for going in to executive session and no action was taken.

The regular meeting resumed at 10:03 p.m.

Open Discussion Items: No other items were discussed.

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

Meeting adjourned at 10:04 p.m.

Respectfully submitted,

Robin Ward, District Secretary

M.G. Bud Beatty, Chairman