

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

Minutes of Commissioner's Regular Meeting December 12, 2018

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

Chairman Bud Beatty called the meeting being held in the meeting room of Kuna Fire Station #1 to order at 7:00 p.m. and the Chairman appointed William Gigray as temporary Secretary to take the minutes of the first part of this meeting.

Present were Commissioners: Bud Beatty, Mike Smith, Tim Crawford and Bob Humphrey. Commissioner Debi Engelhardt-Vogel was absent. Also present were Assistant Chief Terry Gammel and the Officer of Administration-Secretary-Bookkeeper-Administrator Robin Ward was absent and the Fire District's legal counsel William Gigray was present.

Agenda Approval:

Chairman Beatty asked that the posted amended agenda item 13 F be moved to precede amended agenda item 6 and that the Amended Agenda and the agenda posting report be approved. Comm. Smith moved to approve the Amended Agenda with item 13.F be taken up before amended agenda item 6 which motion was seconded by Commissioner Crawford and the motion passed with a unanimous voice vote.

Accept Resignation:

Chairman Beatty announced that Robin Ward had submitted her letter [dated December 5, 2018] of resignation from her positions with the Fire District as Secretary and Officer of Administration. Chairman Beatty entertained a motion to accept Robin Ward's resignations and to declare a vacancy in these two Fire District officer positions. Commissioner Mike Smith so moved and that motion was seconded by Commissioner Humphrey and the motion passed with a unanimous voice vote.

Appointment of District Sec. and Officer of Administration:

Chairman Beatty presented to the Board of Commissioners Resolution No. 2018-25 for the approval of the Kuna Rural Fire District/Hinkle Independent Contract Services Agreement for the officer positions of Kuna Board Secretary and Kuna Officer of Administration. After a discussion by the Commissioners, Commissioner Mike Smith moved approval of Resolution No. 2018-25 and to appoint Krystal Hinkle as Kuna Board Secretary and Kuna Officer of Administration. The motion was seconded by Commissioner Crawford and passed with a unanimous voice vote. Krystal Hinkle accepted her appointments and assumed the duties of Secretary and William Gigray was relieved from his duties as temporary Secretary.

Approval of Minutes: Comm. Smith moved to approve the Regular Meeting Minutes of November 14, 2018, and the Special Meeting Minutes of December 5, 2018, as presented. Comm. Humphrey seconded the motion, motion passed with a unanimous voice vote.

Public Input/Special Presentations: Chief Coffelt with Eagle Fire District provided information pertaining to Lexipol. Lexipol was established in 2003 from Gordon Graham. They provide policy manuals for the fire service and police. The policy is written per state and is updated immediately when changes are made in state or federal law. The real time updates will help keep the department in line with current changes and they provide training online for each staff members. Chairman Beatty asked to add it to the January agenda for further discussion.

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

Minutes of Commissioner's Regular Meeting December 12, 2018

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

Public Hearing – Adoption of Capital Improvement Plan for Ada County:

Comm. Smith moved to open the hearing to consider the Adoption of the Capital Improvement Plan for Ada County. Comm. Crawford seconded the motion. The motion passed with a unanimous voice vote. Public hearing was opened at 7:43pm.

Staff Report:

- Krystal Hinkle reported that the notice of the public hearing was published in the Kuna Melba News on November 28, 2018, per Idaho Code.
- Krystal Hinkle also presented a copy of the Capital Improvement Plan for Ada County.

Public Input:

Ken Wiscombe at 1807 Swan Fall Rd., Kuna asked if this was Impact fees or in regards to the Levy. Chairman Beatty explained the city has approval to collect impact fees but not for Ada County residents that are outside of city limits. Deb Wiscombe at 1807 Swan Falls Rd., Kuna asked, "if the resident is outside of city limits in Ada County, they don't have to pay any fees?" Chairman Beatty stated, "No, because there isn't an agreement in place with Ada County. However, we have been trying to get an agreement in place since July of 2018".

Closing of Hearing:

Comm. Crawford moved to close the public hearing. Comm. Smith seconded the motion. The motion passed with a unanimous voice vote. Public hearing closed at 7:46pm.

Comm. Smith moved to adopt Resolution 2018-26, Kuna Rural Fire District Capital Improvement Plan for Ada County. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

Chairman Beatty is tabling the Kuna Rural Fire District Intergovernmental Agreement with Ada County until we can get further in the process. William F. Gigray, III mentioned that we do not have to have a public hearing for this agreement.

Public Hearing – Consider Imposing Ada County Impact Fees

Comm. Smith moved to open the public hearing to Consider Imposing Ada County Impact Fees. Comm. Crawford seconded the motion. The motion passed with a unanimous voice vote. Public hearing was opened at 7:48pm.

Staff Report:

- Krystal Hinkle reported that the notice of the public hearing was published in the Kuna Melba News on November 28, 2018 and December 5, 2018, per Idaho Code.
- Krystal Hinkle also presented a copy of the Ada County Impact Fees.

Public Input:

Ken Wiscombe at 1807 Swan Fall Rd., Kuna asked to explain the fees. Chairman Beatty explained that a committee was formed to establish the value of the district. The formula that was

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

Minutes of Commissioner's Regular Meeting December 12, 2018

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

provided showed that each home should pay \$701.00 for residential and \$.35 for commercial for an impact fee. This will provide the services based on growth. The fees will be the same for city limits and Ada County.

Closing of Hearing:

Comm. Humphrey moved to close the public hearing. Comm. Crawford seconded the motion. The motion passed with a unanimous voice vote. Public hearing closed at 7:52pm.

Comm. Crawford moved to adopt Resolution 2018-27, Establishing Kuna Rural Fire District Development Impact Fees for Ada County. Comm. Smith seconded the motion, motion passed with a unanimous voice vote.

Financial Reports Provided by Officer of Administration Robin Ward were Presented:

Comm. Crawford moved to accept the financial reports and report of fund investments, and to approve disbursement of funds in the amount of \$162,902.98 for the District for payment of bills and payroll as presented and approval of \$0 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 Terry Gammel: Deputy Chief Gammel reported 2 employees were on injury and brush truck 2 was out being services. New flooring in the entrance to the station will take place on the 22nd. Chief provided information regarding a lighting upgrade in the station as well as in the parking lot. The cost could be between \$14,000.00 and \$24,000/00 depending upon the rebate. Terry will get quotes to provide to the board for January.

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

Association Report: The annual Christmas Party is on December 15th at 6:00 p.m. at the Kuna Community Center, 360 W Main, Kuna.

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 Krystal Hinkle: Hinkle reported that all items she has been working on are addressed on the Agenda.

District Administrator of Impact Fees – Robin Ward: Krystal Hinkle reported that the current fund totals \$239,823.30 thru November.

Committee Reports: None

Old Business:

State Fire Commissioners Report: Krystal Hinkle reported that the Annual Conference was well attended and there was nothing else to report at this time.

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

Minutes of Commissioner's Regular Meeting December 12, 2018

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

Ada County City EMS System (ACCESS) Update: Chairman Beatty reported the next meeting will take place in January.

Station 2 – Cloverdale Road Property Purchase: Deputy Chief Gammel reported that the city will be meeting on December 18th and will put the rezoning on their agenda.

Policy Code Updates:

Comm. Smith moved to adopt Resolution 2018-28 amending Sections 3 and 4 of Chapter 2 of Title 1 of the Kuna Rural Fire District Policy Code amending the “District Vision Statement” and “Core Values”. Comm. Humphrey seconded the motion, motion passed with a unanimous voice vote.

Impact Fees in Ada and Canyon Counties: Attorney Gigray reported that he is still waiting on Ada County to move forward.

New Business:

Chairman Beatty tabled the Joint Powers Agreement with Star Fire District and District Administrator Services, the Interagency Contract for Administrative Services with Star Fire Protection District for the performance by Robin Ward as an employee of the Star Fire Protection District of the administrative services of the Kuna Board Treasurer and the Kuna Impact Fee Fire District Administrator until additional information is gathered.

Executive Session Board of Commissioners– Comm. Beatty moved to convene into Executive Session Idaho Code Section 74-206 (1) (a) and (b) to consider hiring an employee, public officer or agent to fill a vacancy and to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. Comm. 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 Commissioners, upon a unanimous roll call vote, went into the Executive Session, pursuant to Idaho Code Section 74-206 (1) (a) and (b) to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need and to consider evaluation, of a public officer, employee of the District, commencing at 8:22 p.m. In attendance, initially, were all the members of the Board of Commissioners in attendance at the meeting and Wm. F. Gigray, III legal counsel who was appointed as secretary to take the minutes of this executive session. Information was then exchanged among the Commissioners relevant to the basis for the executive session. At 8:40 p.m. Krystal Hinkle was invited and attended the executive session. Information was exchanged by and among the Commissioners, and Krystal Hinkle relevant to the basis for the executive session. No action was taken during the executive session. A motion was then made by Commissioner Bob Humphrey and seconded by Commissioner Tim Crawford, to come out of executive session which motion passed unanimously at 8:43 p.m.

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

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

Minutes of Commissioner's Regular Meeting

December 12, 2018

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

Resume Meeting and Executive Session Summary: 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.

Open Discussion Items: No other items were discussed.

Comm. Crawford moved to adjourn the meeting, Comm. Humphrey seconded the motion, motion passed with a unanimous voice vote.

Meeting adjourned at 8:55 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

M.G. Bud Beatty, Chairman