

# Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

## Minutes of Commissioners Regular Meeting October 13, 2021

**APPROVED:** \_\_\_\_\_ **REVISED:** \_\_\_\_\_ (see revised version)

Vice Chairman Randall Feaster called the meeting to order at 1:00 pm in the meeting room of Kuna Fire Station #1.

Present were Commissioners: Rebekah Luther, Randall Feaster, Tim Crawford and Mike Smith. Greg McPherson was absent. Also present were Chief T.J. Lawrence, White Peterson Attorney Mark Bybee, and Officer of Administration-Secretary-Bookkeeper Krystal Hinkle.

### **Agenda Approval:**

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

**Approval of Minutes:** Comm. Smith moved to approve the Regular Meeting Minutes of September 8, 2021. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

### **Continued Appeal Hearing – Cory Barton – CBH Homes Refund Application:**

Comm. Crawford made a motion to adopt the Findings of Facts, Conclusions of Law and Order of Decision. Comm. Smith seconded the motion, motion passed with a unanimous voice vote.

### **Public Input/Special Presentations:**

Badge Ceremony – Benjamin Sterling was promoted to Engineer, and T.J. Lawrence was promoted to Fire Chief. Chief Lawrence was also acknowledged for his 20 years of service with the district.

2020 Audit Report – John Russell with Zwygart and Assoc. provided the board with a recap of our audit. The districts accounting records and processes are in compliance. The district had an excess of revenue in the amount of \$543,943.00.

Niel Durrant located at 4000 W. Hubbard expressed concerns about the district not attending or providing input to the city of future developments.

**Financial Reports Presented by Hinkle:** Comm. Crawford moved to accept the financial reports and report of fund investments, and to approve disbursement of funds in the amount of **\$211,013.33** the District for payment of bills and payroll as presented. A

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disbursement of \$0 for the Association for payment of bills. Comm. Smith seconded the motion, motion passed with a unanimous voice vote.

**Purchase Order over \$5,000** – Sec. Hinkle indicated that we need to replace up to 8 computers because of the new windows 11 update. The district has a lot of outdated pc's that need replaced in order to be in compliance. Sec. Hinkle and Haletek will access all of the pc's before anything is replaced.

Comm. Smith made a motion to approve PO 2021-03 in the amount of \$10,400. The amount will cover up to 10 pc's. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

**Summary of Correspondence:** None

### Staff Reports:

**Chief Report – by T.J. Lawrence:** Chief Lawrence reported that one of our firefighters will be leaving on the 20<sup>th</sup> to the Meridian Fire District. An exit interview has taken place.

Chief will be gone for a week for the NFA – Fire Inspection Principal Class. Chassis for the 2 brush trucks will arrive in the second quarter in 2022.

**Local 4165 - Full Time Firefighter Report:** None

**Association Report:** None

**Attorney Report:** Bybee indicated that they have worked on the FCO's, Impact Fee Adv. Committee, Bid documents, review of agreements and concerns over HB 124.

**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 \$2,108,168.97 thru August.

### Old Business:

**State Fire Commissioners Report:** Training video was sent out to all of the Commissioners and the agenda for the Annual Conference will go out in December.

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**Ada County City EMS System (ACCESS) Update:** Meeting will take place next week. Chief will find a replacement to go for him.

### **Executive Session Board of Commissioners Regular Meeting of August 11, 2021–**

The Commissioners, upon a unanimous roll call vote, went into the executive session, pursuant to Idaho Code Section 74-206 (1) (a) 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 (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 and (f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation. The executive session commenced at 2:12 p.m. In attendance were all the members of the Board of Commissioners, Chief T.J. 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 Commissioners in attendance, Chief T.J. Lawrence, Krystal Hinkle and Legal counsel regarding the subject matters of the executive session. At 2:47 p.m., Krystal Hinkle was asked to leave the exec. session. A motion was made by Commissioner Mike Smith and seconded by Tim Crawford to come out of executive session which motion passed unanimously at 3:13 p.m.

**Open session resumed** and Chairman Feaster reported that information was received in relation to the announced purpose for going into executive session and no action was taken by the Commissioners.

### **New Business:**

**Discuss and Consider Levy Committee Recommendation:** The committee is recommending that the district ask the public for an increase of 1.6 million dollars with a permanent levy override in November of 2022. The committee would like the district to approve hiring a consultant for assistance in educating the public and also conducting a survey of the public.

**Discuss and Consider Resolution Approving the Agreement with Pacific Market Research for Survey Services -** Comm. Smith made a motion approving Resolution 2021-36 approving the Agreement with Pacific Market Research for survey services. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

**Discuss and Consider Resolution Approving the Agreement with EASL -** Comm. Smith made a motion approving Resolution 2021-37 approving the Agreement with

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EASL for consulting services. Comm. Luther seconded the motion, motion passed with a unanimous voice vote.

**Discuss and Consider Resolution Approving the Policy Code Amendment – Employee at Will** - Comm. Smith made a motion approving Resolution 2021-38, approving the wording change regarding At Will employees in the policy code. Comm. Luther seconded the motion, motion passed with a unanimous voice vote.

**Discuss and Consider Resolution Approving the Agreement with Ada Co. EMS for Training Site Services** - Tabled until November. There were concerns from Comm. Randall that we won't meet the requirements of a training site. Chief will gather more information for the next board meeting.

**Discuss and Consider Resolution Approving the Employment Agreement with Krystal Hinkle** - Comm. Smith made a motion approving Resolution 2021-39, approving the Employment Agreement between KRFD and Krystal Hinkle. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

**Discuss and Consider Resolution Approving the Bundle Billing Agreement with Ada Co.** – Comm. Smith made a motion approving Resolution 2021-40, approving the amended Bundle Billing Agreement with Ada Co.

**Discuss and Consider the Resolution Approving the Stationing Agreement with Ada Co.** –

A new agreement between KRFD and Ada Co. was not reached. An extension of the current stationing agreement will be requested. Tabled until November.

**Discuss and Consider MOU with Local 4165 – Drug Testing** – The board would like the Chief and Union to come up with language that is similar to the requirements of the DOT and bring it to the board in November. Once the district and the union can agree on the language, we can submit the plan to SIF for a 5% discount. Tabled until November.

**Discuss and Consider Bid Documents for Station Remodel** – Tabled until November. Randy Halverfield hasn't completed the drawings and provided a bid estimate.

**Direct Secretary to post Bid Notice in the Kuna Melba News** – Tabled until November.

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**Discuss and Consider Subdistrict Boundaries and Decreasing the Size of the Board -** Comm. Feaster asked the board if they would like to revise the subdistrict boundaries. Sec. Hinkle provided the board with the updated population figures for each subdistrict.

The board chose not to change the subdistrict boundaries and didn't feel it was in the best interest of the district to downsize the board. There are too many committees and with the population growing, 5 board members will help represent more taxpayers and divide out the duties for the additional committees.

**Discuss and Consider Property Trade for Station 2** – Chief Lawrence stated that Terry Cook with Cloverdale Nursery reached out and wanted to know if we wanted to purchase station 2 or possibly trade properties back.

The board asked the Chief to get more details about their request.

**Discuss the Usage of Funds from the Association** – The board asked the attorney to have a resolution drafted for the November meeting to dissolve the association.

The attorney indicated that the assets of the association belong to the district. Ben Sterling and Sec. Hinkle have provided the board with their asset lists.

The funding in the Assoc. account and the assets will be discuss in November.

**Commissioner Open Discussion** – None

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

Meeting adjourned at 4:52 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

Greg McPherson, Chairman