

# Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

## Minutes of Commissioners Regular Meeting December 11, 2019

**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, Mike Smith, Tim Crawford and Debi Engelhardt-Vogel were present. Commissioner Hal Harris was absent. 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. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

**Approval of Minutes:** Comm. Crawford moved to approve the Regular Meeting Minutes of November 12, 2019. Comm. Smith seconded the motion, motion passed with a unanimous voice vote.

Comm. Crawford made a motion to approve the destruction of the audio recordings from the Regular Meeting Minutes of November 12, 2019. Comm. Smith seconded the motion, motion passed with a unanimous voice vote.

**Public Input/Special Presentations:** Debi Engelhardt-Vogel Celebration.

**Financial Reports Presented by Hinkle:** Comm. Engelhardt-Vogel moved to accept the financial reports and report of fund investments, and to approve disbursement of funds in the amount of \$211,500.22 for the District for payment of bills and payroll as presented. A disbursement of \$0 for the Association for payment of bills. Comm. Smith seconded the motion, motion passed with a unanimous voice vote.

Commissioner Smith made a motion authorizing the payment of \$37,000.00 for the purchase of the Cloverdale Property. Comm. Engelhardt-Vogel seconded the motion. The motion passed with a unanimous voice vote.

Commissioner Smith made a motion approving the District Administrator of the Fire District Impact Fees to transfer the Impact Fee Trust funds to the Local Government Investment Pool. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

**Summary of Correspondence:** None

### **Staff Reports:**

**Chief Report – by Phil Roberts:** Chief Roberts reported that our Christmas Party is on the 13<sup>th</sup> and our recruit ceremony is on the 17<sup>th</sup>. Interviews for the three full time openings will take place on January 2<sup>nd</sup> and 3<sup>rd</sup>. More training is taking place and our crews are getting kudos. School district will be giving us a home to conduct training. Full time, part-time and admin staff helped with stuff the truck for the school district and Kuna Food Bank.

**Local 4165 - Full Time Firefighter Report:** Matt Coffelt reported that he will be the new Union President and TJ will stay on as the Vice President.

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**Association Report:** Sam Albin provided the board with a copy of the invoice from Enrique's and the Event Center for the Christmas Party. The association is asking the Board to help fund part of the Christmas Party to help elevate the burden on the association.

Chairman Beatty mentioned having more of an award banquet instead of a Christmas party for the future.

**Attorney Report by Gigray:** Attorney Gigray reported an update on the Cloverdale Property. He has been in contact with Terry Cook and they acknowledged we have exercised our option to purchase. A draft of the maintenance and well agreement is almost finalized.

Impact Fees - Ada County is moving forward and we have reached an agreement on language to appease Cartwright Ranch.

Canyon County is moving forward with a P&Z meeting in January to possibly create their own Impact Fee Committee. A follow-up to Zack Wesley will take place.

Gigray provided the board, Chief and Greg McPherson a briefing on Ethics in Government and how to handle any conflicts because Greg McPherson will be serving as a City Council Member and an Elected Fire Commissioner.

**Officer of Administration Report by Krystal Hinkle:** Hinkle reported that all items currently being worked on are on the agenda.

**Administrator of Impact Fees by Krystal Hinkle:** Hinkle reported that the current fund totals \$770,317.47 thru November.

### **Committee Reports:**

**Levy Override Election Committee** – Chief Roberts has no update and plans on starting the process in January.

### **Old Business:**

**State Fire Commissioners Report:** Comm. Crawford reported the Annual Conference was really good and he took away a lot of information. Chief reported he received valuable information from ICRMP and the budget/financing class. He felt it was a beneficial conference. Chairman Beatty reported the budgeting class was great and keep us thriving.

Tim Crawford received the Regional Directors Award.

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

**Station 2 Property:** Commissioner Smith made a motion to allow the Chairman to sign the closing documents on the Cloverdale property and to allow the approval and signing of the Domestic Well Agreement. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

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**Lexipol Online Policy Code:** Chief Roberts spoke to a representative to have a phone conference with Krystal and the Chief to see where we are in the process. The cost is \$5983.00 per year and we need to see if it is worth the fees.

**Part Time Policy Code Update** – Tabled until March.

**Discuss Resolution approving the agreement with Haletek for IT Services** – The cost is \$800.00 a month. The fee includes buying all equipment, software, etc. at wholesale.

Commissioner Smith made a motion approving Resolution 2019-40 authorizing the Chairman to sign the agreement with Haletek for IT Services. Comm. Debi Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

**Discuss and Consider Draft Letter to Ada. Co. Commissioner and the City of Kuna for an exemption that will allow the district to complete fire sprinkler plans** – Chief Roberts provided the board with two draft letters, one for the City and one to Ada. Co. Commissioners. The Chief wants authorization for our district to approve our own sprinkler plans to keep acceptable turn around times.

Comm. Smith made a motion approving the draft letters to keep our sprinkler plans in house. Comm. Debi Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

### **New Business:**

**Consider Resolution Approving the Amended and Reformed Kuna Rural Fire District Intergovernmental Agreement with Ada Co. to Collect Impact Fees** –

Two small words were changed from the previous approved resolution.

Comm. Smith made a motion approving Resolution 2019-39, amended and reformed agreement with Ada. Co. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider adding the Officer of Administration as a signer to the LGIP and First Interstate Bank Accounts –

Currently our Officer of Administration can't get vital information for booking keeping purposes and would also be able to be a second signer if other board members weren't available to sign.

Commissioner Smith made a motion authorizing Bud Beatty, Mike Smith, Tim Crawford and Krystal Hinkle to be signers on all First Interstate Bank Accounts and LGIP Accounts. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

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### **Approve and Discuss Resolution Approving Financial Hardship Policy –**

Currently all hardships have to be approved by the board. The hardship policy would allow the Officer of Administration to approve all hardship cases based of the hardship grid that is approved by the board. This will allow us to respond to patients in a timely manner.

Comm. Smith made a motion approving Resolution 2019-41 approving the financial hardship policy. Comm. Debi Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

### **Board accepts the Canvass of Votes from each County from November 5, 2019 Election –**

Comm. Smith made a motion to approve the Canvass of votes from each county from the November election. Comm. Debi Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

### **AD&D Renewal with the Idaho State Fire Commissioners’ Assoc. –**

Comm. Smith made a motion to pay the renewal for the AD&D policy for 2020. Comm. Debi Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

### **Discuss and Consider funding for the 2019 Holiday Party –**

Comm. Smith made a motion that the department pay for the holiday celebration party. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

**Executive Session of the Board of Commissioners:** Chairman Beatty moved to convene into Executive Session under Idaho Code 74-206 (1) (f). Comm. Smith seconded the motion, a roll call vote was taken and passed unanimously.

The Commissioners, upon a unanimous roll call vote, went into the Executive Session, pursuant to Idaho Code Section 74-206 (1) (f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement. The executive session commenced at 8:29 p.m. In attendance were all the members of the Board of Commissioner, except Commissioner Harris, Chief Roberts, Sec. Hinkle, Greg McPherson and legal counsel Wm. F. Gigray, III. Sec. Hinkle was appointed as secretary to take the minutes of this executive session. Information was then exchanged among the Commissioners, Chief, Sec. McPherson and Wm. F. Gigray, III regarding the subject matter of the executive session. At 8:54 p.m. a motion was then made by Commissioner Engelhardt-Vogel and seconded by Commissioner Smith to come out of executive session which motion passed unanimously at 8:55 p.m.

**Open session resumed** 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.

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### Commissioner Open Discussion – None

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

Meeting adjourned at 8:56 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

M.G. Bud Beatty, Chairman