

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

Minutes of Commissioners Regular Meeting March 13 2019

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

Chairman Bud Beatty called the meeting to order at 7:02 pm in the meeting room of Kuna Fire Station #1.

Present were Commissioners: Bud Beatty, Debi Engelhardt-Vogel, Mike Smith (arrived at 7:30) and Tim Crawford. Comm. Bob Humphrey was absent. Also present were Fire Chief Perry Palmer, White Peterson Attorney William Gigray, and Officer of Administration-Secretary-Bookkeeper Krystal Hinkle.

Agenda Approval:

Comm. Crawford 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 February 13, 2019 and the Special Meeting Minutes from February 20, 2019 and March 6, 2019 as presented. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Public Input/Special Presentations: No public input.

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 \$138,013.56 for the District for payment of bills and payroll as presented. No disbursement 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 all items were on the agenda.

Local 4165 - Full Time Firefighter Report: Nothing to report

Association Report: No one present

Attorney Report by Gigray: Attorney Gigray reported that he has worked with Krystal and the Chief on the ad hoc committee for the Office 365. The agreement with TLG/JUB has been finalized with the Chief.

Impact Fees – All forms have been sent to Zack Westley over in Canyon County. We are waiting for Caldwell, Marsing and Wilder to finalize their improvement plans.

Ada County is still going back and forth to determine how they want to move forward. Gigray will keep pressing weekly to hopefully keep the ball rolling.

Legislation – HB 41, Prohibit Severance pay upon termination for public agencies. HB 87 proposes exemption from property tax for harvest production. This might affect our assessed

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value. It has already been signed by the Governor. HB 113, change the statute of limitations for wage claims from 6 months to 12 months. HB 160, removes requirement for an emergency for a sole source purchase. HB 161, if there is a legal publication for technology, we can post it on our website instead of in the paper. HB 166, requires publications to remain online for 4 weeks. HB 184, increase base audit amount from \$100k to \$150k. HB 193A, if there is an error with an annexation, they have to kick it back to the taxing district within 28 days. HB 204, amends IC 55-102 defines personal tangible and non-tangible property. HB 243, proposal to provide a system where the state commission has to determine and publish the adjustment of the Homestead Exemption amount. Currently the homeowner's exemption is 100k, but this could increase the exemption. Gigray doesn't think it will impact our district unless we are close to maxing out of levy amount. SB 1047, adds the ability for political subdivisions to participate in cooperative purchasing agreements. HB 91, impact fee exemption for Charter Schools. HB 42, adding factfinders and mediators to open meeting law. SB 1038, adding collective bargaining if no decision is reached after 30 days. It has had no additional movement. SB 1028, work comp will now recognize PTSI without a physical manifestation. The bill has been signed and will go into effect July 1, 2019.

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 \$381,732.90 thru February.

Old Business:

Levy Override Committee –

Chief reported the committee has been going back and forth with JUB for final changes to the flyer and first press release. The flyer was presented to the board for questions or suggestions.

Commissioner Engelhardt-Vogel was concerned that it doesn't highlight response times. She would also like to see bullet points instead of so many pictures, questioning why it only reflects 2 on a truck when we should always send 3.

The news release isn't factual to Commissioner Engelhardt-Vogel. Shannon Bice has provided her with stats since June and she believes it takes us 6 minutes on average to respond. Does it really take our mutual aid 4x as long to respond? It doesn't occur everyday 3-5 times, but it can and that needs to be reworded. Give examples of what can happen when two calls come in and we don't have to rely on mutual aid.

Chief Palmer stated that the Levy will not reduce response times unless we add a second station. We also work sometimes with 2 firefighters and they will take the fire truck. They will just be limited on what they can do.

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Krystal mentioned that even with the levy increase, we can not guarantee that we will be able to respond to two calls at once if all 6 crew members are on a structure fire or large emergency.

Commissioner Smith would like us to simplify the press release. However, what was provided is good information.

Commissioner Crawford felt the levy is for the first call. It gives us the ability to respond with all the necessary items to respond whole and complete. The flyer looks good and meets the need.

Rebekah Luther, tax payer in Kuna, stated the flyer is a bit busy.

Commissioner Smith made a motion to move forward with the printing of the flyer and press release as long as it stays factual. A copy will need to be sent to the board before it goes to print. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

District Email/Technology Committee-

Email – The committee recommends Office 365. We did research on other services and Office 365 will work better for our district. The goal is to limit the amount of accounts to reduce the cost.

Server-Computers – Allied came in and did a comprehensive scan of our server and computers. We have a lot of outdated computers and a failing server. The committee has received 3 different quotes based off the assessment provided from Allied. By the next meeting, the committee will have a price comparison for the board to review and provide direction to the committee. Commissioner Engelhardt-Vogel would like the committee to provide a schedule for replacement for the budget committee.

The server also doesn't have the capability to host QuickBooks. Dianna and Krystal are transferring the file back and forth and it is modifying data when that occurs and causing additional work for Krystal to fix.

Until the board makes a decision on the direction of what service we go with, Haletek is going to replace the failed drive in our server, so we don't lose all of our data. We also need to replace a fan in our phone system so we don't lose our dispatch service.

Commissioner Crawford made a motion to allow the committee to move forward with Office 365, not to exceed \$5000.00 per year. Commissioner Smith seconded the motion, motion passed with a unanimous voice vote.

State Fire Commissioners Report: The association will be hosting a training class for Commissioners in CDA on April 6th, in Mountain Home on April 13th and in Pocatello on May 11th.

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Ada County City EMS System (ACCESS) Update: Chief Palmer mentioned the meeting was cancelled last month and the next meeting will take place on March 20th.

Station 2 Property: Chief Palmer reported that he has reached out to three companies for a 40x50 pre engineered building. High price was \$26,980.00 and Low price was \$23,928.00. That is only for the materials of the building, not concrete, electrical, install, etc.

Lexipol Online Policy Code: Chief Palmer has done the first online training. The Chiefs have a meeting next Friday where they will start dividing out tasks.

Ada County Annual Dispatch Agreement –Tabled until the March BOC meeting.

Consider Resolution to adopt Intergovernmental Agreement with Ada Co. – Impact Fees – Tabled until April due to lack of movement with Ada County.

Station Lighting Proposals – Asst. Chief Gammel mentioned Platt Electric has everything ordered and once all materials are received, install will begin.

PulsePoint App Agreement – Commissioner Smith made a motion to opt out of the PulsePoint agreement with Canyon County. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote. Chief will contact Canyon County and let them know we are opting out.

Pay Increase for Administrative Staff and Paid on Call –

The negotiations committee recommends the pay increase calculations for the part time employees and a 5% increase for the administrative staff, excluding the Chiefs. The part-time years of service will go away, except for those that are already receiving it. Part-time employees would like to have monthly pay and direct deposit.

Commissioner Smith made a motion to approve the pay increases as presented for the part-time employees, a 5% increase for the 2 administrative staff members and to look into monthly pay with direct deposit for the part-time employees. This pay increase will be retroactive to January 1, 2019. Commissioner Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Commissioner Beatty wanted to thank B Shift and Matt for presenting Honor Guard for Don Johnsons Funeral.

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New Business:

Discuss and Consider Resolutions – District Policy for Employee Debt Repayment –

The first proposed resolution is mandating every employee to sign the employee Wage Deduction Authorization Agreement which would hold the employee accountable for charges on the districts card that violated the conditions in policy code 17.7.10.

A couple of items need to be amended/removed. Item 17.7.12 and 17.7.16 needs to be removed.

Commissioner Smith made a motion to approve Resolution 2019-10 with the approved amendments discussed. Commissioner Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

The second proposed resolution would give the district a mechanism to recoup monies for overpayment of a wage or benefit to the employee. The treasurer would have to notify the employee in writing about the overpayment. The employee has 28 days to discuss the matter with the treasurer. If an agreement cannot be made, the employee can have a hearing with the Board of Commissioners. If an agreement still cannot be made, legal action against the employee to collect overpayment will proceed.

Commissioner Smith made a motion to approve Resolution 2019-11 approving the policy code change for Wage Deductions. Commissioner Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

Discuss Assistant Chief update in Policy Code –

Provide the board with an updated job description for the Assistant Chief by the next board meeting. This item will be tabled to the April board meeting.

Executive Session of the Board of Commissioners: Chairman Beatty moved to convene into Executive Session under Idaho Code 74-206 (1) (b). Comm. Engelhardt-Vogel 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) (b) to hear complaints or charges brought against, a public officer, employee, staff member or individual agent authorized under section 74-206 A (1) (b) Idaho Code. The executive session commenced at 8:55 p.m. In attendance 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 and Wm. F. Gigray, III. A motion was then made by Commissioner Mike Smith and seconded by Commissioner Debi Engelhardt-Vogel, to come out of executive session which motion passed unanimously at 9:16 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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Krystal Hinkle asked the attorney if the Impact Fee Committee needs to meet in March or if we can move it to June when the Police Impact Fee Committee meets. Given the fact they are the same members, it would save time on the committee members. Attorney Gigray mentioned that the committee was elected in February, they must meet at least once per year and June should be fine.

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

Meeting adjourned at 9:22 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

M.G. Bud Beatty, Chairman