

# Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

## Minutes of Commissioners Regular Meeting

February 13 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, Debi Engelhardt-Vogel, Mike Smith 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. Smith moved to accept the agenda with a change to move item 8 (Committee Reports) to 11.5. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

**Approval of Minutes:** Comm. Smith moved to approve the Regular Meeting Minutes of January 9, 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 \$214,055.55 for the District for payment of bills and payroll as presented and 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 the tables and chairs in the training room are new and came in under budget. The cradle points that track our vehicles have arrived and one has been installed and the other two are on the schedule.

**Local 4165 - Full Time Firefighter Report:** Joe Link thanked the commission for wrapping up negotiations. 2020 negotiation dates will come after the levy results. The full-time staff would like to move forward with Colonial. Joe Link also announced that he was elected President for a one-year term.

**Association Report:** No one present.

**Attorney Report by Gigray:** Legislative Report – HB15 – added a provision that you cannot charge sales tax on public record requests. This bill has been passed and signed by the Governor. HB40- Professional service contracts with architects, add a provision that you can't use information such as fees, rates and overhead when evaluating qualifications. This may only be used during subsequent negotiations. HB41 – Regarding severance pay for public employee. Neither HB40 or HB41 have moved in the legislature at this time. HB42- Amends code regarding labor negotiations. It is additional redundancy and will cause more confusion.

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HB103 – Amend levy election law. Include a statement about the estimated cost per \$100,000.00. HB129 -Proposes an amendment for the property tax law to require if the state tax commission rejects an annexation, they have to give immediate notice. SB1028- PTSI for first responders without having a physical manifestation. SB1038 – Would require the board to have binding arbitration. Most districts would not support this piece of legislation.

Impact Fee Update – Working with the new Ada County Commissioners. Anne Wescott is our point person and she has their attention. The commissioners have been asking the Prosecutors office to provide an update. However, we have yet to hear anything at this time from the Prosecutors office. Canyon County – We are waiting on Caldwell and Wilders impact fee committee so we can all go at one time. The documents will be sent to the Canyon County's Prosecutor by the end of next week.

**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 \$290,043.69 thru December. We did receive a check in January for \$44,480.00 which is not included in the December total.

### Committee Reports –

#### Old Business:

**State Fire Commissioners Report:** Krystal Hinkle provided a handout with legislation that is being proposed. The association will be hosting a training class for Commissioners in April or May.

**Ada County City EMS System (ACCESS) Update:** Chief Palmer mentioned the ASHER grant (active shooter) and waiting for the county to get bids to order equipment and training will occur in July. In the spring, they will have a process to evaluate heart monitors and defibrillator that the county would buy into so there is compatibility.

**Station 2 Property:** Chief Palmer reported the lot split has been registered with the county. We can start looking for materials and plans. The city will want the design review and plans so we can do the zoning change. City should be pushing water and sewer that direction. Until that happens, there will be a portable bathroom and water can be trenched.

**Lexipol Online Policy Code:** Chief Palmer provided the board with examples and an index. Legal counsel has had reservations, but feels more comfortable now that the index has been reviewed. It is more feasible to keep the two separate by having an administrative policy and an operational policy.

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The Chiefs are currently dividing out the index. For example, the training section will go to the training officers, op. chiefs will have their sections, so on so forth to keep synergy with surrounding districts and departments.

Commissioner Engelhardt-Vogel is concerned with spending the money and it not being used. If the investment is going to be approved, we need to have something in place by the end of the year.

Chief Palmer stated it is hard to give a set date to pull the trigger with so many moving parts. The procedures have to be reviewed and written to be in line with the policy.

Chairman Beatty agrees with Comm. Engelhardt-Vogel with the concern of spending the money and it not being used. With the size and growth of our district, we need to have a better system in place and this could be beneficial.

Comm. Smith made a motion to approve resolution 2019-06 approving the agreement with Lexi Pol for the use of the subscription material. Comm. Crawford seconded the motion, motion passed with a unanimous voice vote.

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

Commissioner Engelhardt-Vogel asked why Canyon County dispatch isn't relaying calls to our station. It needs to be who is closer so we are protecting our constituents and we might need to get legal involved.

Asst. Chief Gammel has received a lot of opposition from dispatch. There was a suggestion that if we want calls, we can get legal involved. They also stated they will dispatch their units first. It seems the conversation changes depending on who you talk to and their mood. We also don't pay into their service and they don't have the mechanism to call into our station. It is being worked on and we are continuing to fight the fight. A conversation also needs to be had with Canyon County Paramedics and that is in the works.

**Consider Resolution to adopt Intergovernmental Agreement with Ada Co. – Impact Fees** – Tabled until March due to lack of communication from Ada County.

**Station Lighting Proposals** – Asst. Chief Gammel has gone through the application process and we have a proposal of \$20,959.00 and the incentive is \$8,816.00 with our total cost at \$12,143.00. They predict we will save over \$3500 in utility cost each year.

### **New Business:**

#### **District Email Proposal/Office 365** –

Asst. Chief Gammel is asking the board to switch our email interface to Office 365. It is a cloud base with the ability to have update Word, Excel, Share Point, etc. It would give us the ability to have a calendar and all users to use the same email platform of Outlook.

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This will give us the ability to have groups so each shift can share documents that pertain only to their shift. We can add links to their interface so they don't have to logout to go to other webpages.

The proposal would be \$5,300.00 a year. There are three different plans to choose from. G1, G3, and G5. We can run reports and health of the system. Admins have the ability to pull emails for public record requests over every email account associated with Kuna Fire.

Gammel stated that the front computers don't have office and the Captains computer only has word.

This will provide the security and safety of the district to have a uniform system that is current and protected.

No action was taken and will discussed further at the next board meeting.

**Ratify Collective Bargaining Agreement for 2019** – Tabled for the next meeting

### **Ambulance Hardship Cases –**

Krystal Hinkle presented Hardship Case #19-03. The individual has Vital Ride and doesn't feel they should pay the \$225.00 remaining on the account. Their insurance did pay the other portion of the bill. Vital Ride is through Ada County Paramedics and shouldn't be selling their program to residents in Kuna. Further discussion needs to be had with Ada County Paramedics to avoid further cases.

Comm. Engelhardt-Vogel moved to authorize the write off of case #19-03 in the amount of \$225.00. Comm. Smith seconded the motion, motion passed with a unanimous voice vote.

### **Commissioners 2019 Committee Appointments:**

- Joint Development Impact Fee Committee Advisory Standing Committee –
  - Kara Medrano
  - Kelsy Holder
  - Dave Gronbeck
  - Michael Larson
  - Karl Vonderehe
  - Jenna Vonderehe

Comm. Crawford made a motion to approve the 2019 Joint Development Impact Fee Committee Members. Comm. Smith seconded the motion, motion passed with a unanimous voice vote.

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### **Consider Resolution for a Special Levy Election Over-ride for May 21<sup>st</sup> –**

Comm. Smith moved to approve resolution 2019-07 that calls for a special levy election permanent over-ride for May 21<sup>st</sup>. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

### **Consider Resolution for an Update to Policy Code 19.1.1 –**

Comm. Engelhardt-Vogel moved to approve resolution 2019-08 to update a citation in our policy code from a statute change. Comm. Smith seconded the motion, motion passed with a unanimous voice vote.

### **Consider Resolution approving PulsePoint App Agreement –**

It is a Joint Powers agreement to pay a sum for the app in Canyon County for PulsePoint. The cost is a lengthy formula and it would be nice to have a straight cost. The item was tabled until we have more clarification.

### **Consider Resignation for Bob Humphrey –**

Comm. Smith moved to accept the resignation of Bob Humphrey and directed the secretary to publish the vacancy of subdistrict 4 in the paper. The board will vote to fill the vacancy of subdistrict 4 on April 10<sup>th</sup> at 7:00pm. The deadline for submittals for qualified electors will be April 9<sup>th</sup> at 5:00pm. Comm. Crawford seconded the motion, a roll call vote was taken and passed unanimously.

**Executive Session of the Board of Commissioners:** Chairman Beatty moved to convene into Executive Session under Idaho Code 74-206 (1) (a) (b) and (j). 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) (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, (b) to hear complaints or charges brought against, a public officer, employee, staff member or individual agent and (j) to consider labor contract matters authorized under section 74-206 A (1) (a) and (b) Idaho Code. The executive session commenced at 8:53 p.m. In attendance, initially, were all the members of the Board of Commissioners, Chief Palmer, Krystal Hinkle and legal counsel Wm. F. Gigray, III. Krystal Hinkle was appointed as secretary to take the minutes of this executive session. Information was then exchanged among the Commissioners, Chief Palmer, Krystal Hinkle and Wm. F. Gigray, III. A motion was then made by Commissioner Debi Engelhardt-Vogel and seconded by Commissioner Smith, to come out of executive session which motion passed unanimously at 10:11 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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### **New Business:**

#### **Colonial Health Participation/Deduction –**

Each employee will work with Colonial Health to determine if he/she wants to participate in the program. The district will not pay for this service, it is optional to the employee. The district involvement is to create the payroll deduction and pay colonial on behalf of the employee.

Comm. Smith motioned to approve the Colonial Life & Accident payroll deduction authorization form. Comm. Engelhardt-Vogel seconded the motion, motion passed with three ayes and one no from Comm. Beatty

### **Committee Reports:**

#### **Levy Override Election Committee – Discussion**

JUB provided an agreement to the committee to help give education and direction on how to engage the community for our upcoming Levy.

The board of Commissioners asked for results of past elections, examples of previous marketing flyers and how many years they have been doing this. That information was not available at the time of the meeting.

Comm. Smith made a motion to table the discussion about hiring JUB to help with the levy until further information is gathered and a special meeting be assembled to continue the project. Comm. Engelhardt-Vogel seconded the motion, motion passed with a unanimous voice vote.

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

Meeting adjourned at 10:21 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

M.G. Bud Beatty, Chairman