

Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

Minutes of Commissioners Regular Meeting

April 12, 2023

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

Vice Chairman Rebekah Luther called the meeting to order at 11:01 am in the Kuna City Hall Council Chambers.

Present were Commissioners: Rebekah Luther, Brandon Carver, Billy Edwards and Randall Feaster. Commissioner McPherson was absent. Also present were Chief T.J. Lawrence, White Peterson Attorney Marc Bybee, and Officer of Administration-Secretary-Bookkeeper Krystal Hinkle.

Agenda Approval:

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

Approval of Minutes: Comm. Carver moved to approve the Regular Meeting Minutes of March 8, 2023. Comm. Feaster seconded the motion, motion passed with a unanimous voice vote.

Financial Reports Presented by Hinkle: Comm. Carver moved to accept the financial reports and report of fund investments, and to approve disbursement of funds in the amount of **\$281,327.27** for the District for payment of bills and payroll as presented. A disbursement of \$0 for the Community Assistance Fund for payment of bills. Comm. Edwards seconded the motion, motion passed with a unanimous voice vote.

Purchase Order over \$5,000: None

Summary of Correspondence: The district received a termination letter from MTC regarding their service contract. MTC has been taken over by IDOC and Admin staff has been reaching out to IDOC to add this property to their contract.

Staff Reports:

Chief Report – by T.J. Lawrence: Chief Lawrence introduced Asst. Chief James Trumble to the board. One employee is out on injury leave, not job related. Chief is trying to get ahold of Timothy Eck, a developer who promised land for station 2. Chief has been unsuccessful in getting Mr. Eck to return his phone calls. Comm. Edwards and Chief are looking for other options for land for Station 2 and will be meeting next week. Chief and Engineer Clymer have inspected Engine 63 and hopes to have it in service in the next month or so.

Local 4165 - Full Time Firefighter Report: President Graham mentioned they have enjoyed having Asst. Chief Trumble and board and they have enjoyed working with him so far.

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Attorney Report: Bybee reported that White Peterson has been working on Meta/Fees and a Wellness policy. Meta hasn't provided the documents they stated they would for comparisons.

Officer of Administration Report by Krystal Hinkle: Hinkle reported that she researched the Burn Our Fund that the district has and there hasn't been any activity since 2005 and the money will go into the Community Fund.

Administrator of Impact Fees by Krystal Hinkle: Hinkle reported that the current fund totals \$1,638,005.13 thru February permits.

Old Business:

State Fire Commissioners Report: Hinkle reported the association plans on monthly online trainings starting this summer.

Ada County City EMS System (ACCESS) Update: Comm. Feaster reported that the new proposed ACCESS budget has been released. There will be a cost share increase for the TIPS program. Middleton will be coming onto to ACCESS, which should hopefully reduce our share of the cost. Narcan distribution will be discussed.

Discuss and Consider Annual Wellness Exam Expectations – Attorney Bybee indicated that Bill Gigray is working on a recommended policy.

New Business:

Discuss and Consider Resolution Approving Opioid Settlements– Hinkle expressed how unhappy she was that the settlements do not put money aside for first responders who have to continue to respond to calls where opioid over doses occur. They can't unsee what takes place and should be provided with additional resources. The AG's office indicated that the money would go to Cities and Counties and we as a fire district need to ask them for money. However, if we don't sign the agreements, the state won't receive any money and we will be to blame.

Comm. Carver made a motion approving Resolution 2023-08 approving the settlement participation forms for the Opioid Settlements. Comm. Edwards seconded the motion, motion passed with a unanimous voice vote.

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Discuss and Consider Resolution Approving the Surplus of Tech Equipment and Furniture – The district has outdated equipment and damaged items from the remodel. The district will wipe all equipment before the donation or destruction of the items.

Comm. Carver made a motion approving Resolution 2023-09 approving the donation or destruction of the items listed on surplus list. Comm. Edwards seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Process for Exit Interviews – Currently the district doesn't have a policy or process for employees who are exiting the district. The Chief has a set of questions he just used for the first time on an exiting employee. The Chief doesn't feel the questionnaire should go to the board; it should remain confidential with him. However, Comm. Feaster thinks the board should know why employees are leaving and HR should be involved.

Attorney Bybee was asked to put together an exit interview policy with input from Chief and Sec. Hinkle.

Discuss and Consider Hiring 3rd Party for Plan Review and Inspection Study - Sec. Hinkle indicated that district has 4 options.

1. Hire someone within
2. Ask Scott with FCCNW to provide an hourly rate and to provide a quote for larger projects.
3. Leave fees as they are.
4. Hire an outside firm to provide district with a fee study for an in-house employee or 3rd party contractor.

The board and admin staff would like to continue to use Scott with FCCNW and ask him if he would provide a quote for META, so we can move on from that situation. Sec. Hinkle has done a record request from our neighboring jurisdictions on their fee studies.

Budget Committee – Currently Brandon Carver and Greg McPherson are on the budget committee. It would make sense to have someone from the negotiation committee on the budget committee.

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Comm. Luther made a motion appointing Brandon Carver and Randall Feaster to the budget committee. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider Budget Hearing Date: Comm. Carver made a motion that the districts budget hearing date will be August 9, 2023 at 11:00am at Kuna City Hall. Comm. Luther seconded the motion, motion passed with a unanimous voice vote.

Set a Public Hearing Date and Time for the Hopkins Annexation Petition and authorize the Secretary to Publish Notice of the Public Hearing: Sec. Hinkle reported that the property is 20 acres and qualifies for annexation because it is contiguous with other property in our fire district.

Comm. Edwards made a motion directing the Secretary to publish notice of the public hearing of the Hopkins Annexation Petition for May 10th at 11:00am. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

Executive Session Board of Commissioners Regular Meeting– 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. The executive session commenced at 1:33 p.m. In attendance were all the members of the Board of Commissioners, Chief 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 those in attendance. A motion was made by Commissioner Edwards and seconded by Commissioner Feaster to come out of executive session, which motion passed unanimously at 1:51 p.m.

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

Commissioner Open Discussion – None

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

Meeting adjourned at 1:52 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

Rebekah Luther, Vice Chairman