

# Kuna Rural Fire District

PO Box 607, Kuna, ID 83634

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

## Minutes of Commissioners Regular Meeting

September 14, 2022

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

Chairman Greg McPherson called the meeting to order at 1:00 pm in the Kuna City Hall Council Chambers.

Present were Commissioners: Greg McPherson, Rebekah Luther, Brandon Carver, and Billy Edwards. Comm. Randall Feaster 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. Carver moved to accept the agenda as printed and posted. Comm. Luther seconded the motion, motion passed with a unanimous voice vote.

**Approval of Minutes:** Comm. Luther moved to approve the Regular Meeting Minutes of August 10, 2022. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

Presentations –

**VFIS – Brad Verigan – 2022-2023 Insurance Renewal** - Brad Verigan went over the coverages the district currently has on our station, vehicles, equipment, etc. The board would like to see increases on our apparatuses and also include Chief's home location onto the policy, until he returns after the remodel.

**Zwygart & Associates – 2021 Audit** – Auditor John Russell went over our Financial Audit from 2021. There were no issues and the district is in compliance. Mr. Russell said the district should have at a minimum, 6 months in reserves, but 12 months is ideal.

**Spring Rock Development** – Pat Duynslager provided the board with a scope and timeline of the Spring Rock Development. Mr. Duynslager also went what the development is offering the district for annexing parcels into the district.

Part of the development is already within the district's boundaries; they are asking for the other parts of the development to be included. The developer would pay impact fees upfront to help build the district a station at our Cloverdale property or on a parcel in their planned community. They are also willing to pay 1.2 million dollars over a 4 year span to help fund firefighters.

Spring Rock will be submitting an annexation application for the board to consider in October.

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**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 **\$432,473.12** 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:** None

### Staff Reports:

**Chief Report – by T.J. Lawrence:** Chief Lawrence reported that we have a new hire starting at the end of the week. The remodel is progressing, and we are hoping for the crews to move back-in, in 3 weeks.

**Local 4165 - Full Time Firefighter Report:** President Coffelt reported that there are 4x8 signs around town that say, “vote in favor”. These were paid for by the union with material donations from a local business.

Coffelt presented to the board, two proposals for policy code updates. One is to include sick and comp time into the policy that allows employees to donate leave to other employees. The other proposal was to allow the employees to participate in FMLA without the 50-employee mandate.

The district asked the secretary to add it to the agenda for October as a discussion item.

**Attorney Report:** Bybee reported that White Peterson has been working on the items up for discussion on the agenda.

**Officer of Administration Report by Krystal Hinkle:** Hinkle reported that everything was on the agenda.

**Administrator of Impact Fees by Krystal Hinkle:** Hinkle reported that the current fund totals \$1,846,875.99 thru August.

### Old Business:

**State Fire Commissioners Report:** Hinkle reported the association is working on PTSD training and the Annual Conference.

**Ada County City EMS System (ACCESS) Update:** Nothing to report.

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**Levy Committee Update** – The committee is continuing to meet monthly. Flyers, newsletter, press interviews, etc. are being completed. Our open house/movie night is coming up.

**Discuss and Consider Resolution Approving Lease with Ada County** – Last month, Comm. Feaster brought up a concern in section 5b of the proposed lease. Attorney Marc Bybee sent the information to Ada Co. and they did not want to make the change that Comm. Feaster requested. Ada Co. would like to move forward with the lease without any changes.

Comm. Carver made a motion approving Resolution 2022-32 for the approval of the Station Lease agreement with Ada Co. Comm. Edwards seconded the motion, motion passed with a unanimous voice vote.

### **New Business:**

**Discuss and Consider the Approval of the 2021 Audit**– Comm. Luther made a motion accepting the 2021 Audit as presented by John Russell with Zwygart and Associates. Comm. Carver seconded the motion, motion passed with a unanimous voice vote.

**Discuss and Consider Resolution Approving Agreement with US Digital Designs for the Alerting System** - Comm. Carver made a motion approving Resolution 2022-33 for the approval of the Alerting System agreement with US Digital Designs. Comm. Edwards seconded the motion, motion passed with a unanimous voice vote.

**Discuss and Consider Resolution Approving Agreement for Dispatching Services with Ada Co.** – Hinkle let the board know that we need to request budget figures from Ada. Co in advance of the budget planning. Ada Co. sent the contract after the budget was complete and it was higher than anticipated. Hinkle also found out that if a call comes in and we are dispatched with another agency, all agencies are charged a dispatching fee, even if we are cancelled in route.

Comm. Carver made a motion approving resolution 2022-34 for the approval of the dispatching agreement with Ada Co. Comm. Edwards seconded the motion, motion passed with a unanimous voice vote.

**Discuss and Consider Resolution Approving Agreement for Installation of Alerting System**– Chief obtained 3 installation bids for our new alerting system. Haletek came in with the lowest bid and is currently our IT vendor. Chief is recommending that the board

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moves forward with an agreement with Haletek for the installation of our new alerting system.

Comm. Carver made a motion approving resolution 2022-35 for the approval of the alerting installation agreement with Haletek. Comm. Edwards seconded the motion, motion passed with a unanimous voice vote.

Discuss and Consider the Purchase of Kuna's Old Engine for Restoration – The district was contacted by an individual who is ready to sell an engine they obtained. It had Kuna's name on it, so before they put it up for auction, the individual wanted to know if the district was interested in purchasing it for \$10,000. The engine still runs, but the engine will still need some extensive restoration.

The board chose not to move forward at this time but would like to know if the seller would wait until December for the board to reconsider.

**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) (b) to communicate with legal counsel regarding pending litigation. The executive session commenced at 3:28 p.m. In attendance were all the members of the Board of Commissioners and legal counsel Marc Bybee. Marc Bybee 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 Commission Carver and seconded by Commissioner Edwards to come out of executive session, which motion passed unanimously at 4:23 p.m.

**Open session resumed** and Chairman McPherson 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** – The board asked Hinkle to setup a special meeting with only an executive session, next Tuesday at 4:30pm. If they City doesn't have availability, the board will meet at the attorney's office.

Chairman McPherson stated that the district will be receiving \$500 from the Rocky Mountain Elk Foundation. The funds should go into the Community Fund account.

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

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**Minutes of Commissioners Regular Meeting**

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Meeting adjourned at 4:33 p.m.

Respectfully submitted,

Krystal Hinkle, District Secretary

Greg McPherson, Chairman