

**STAR FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
October 11, 2018 – 7:00PM**

A Regular Meeting of the Star Fire Protection District was held in the Public Meeting Room of Star City Hall, 10769 W. State Street, Star, Idaho. Chairman Moyle called the meeting to order at 7:02 p.m.

Roll Call: Commissioner Jared Moyle, Steve Martin and Brian Fendley were present.

Staff Present: Chief Timinsky, District Administrator Robin Ward and White Peterson Attorney William F. Gigray were present.

Approval of Meeting Agenda: District Administrator Robin Ward reported that the Original Agenda Notice of the Regular Meeting of the Board was posted prior to 5:00 p.m. on October 9, 2018, at Star Fire Station #1, Star Fire Station #2 and the District website.

Chairman Moyle moved to approve the agenda as posted. Comm. Fendley seconded the motion, motion passed unanimously.

(NOTE: The original Agenda Notice has been attached to these Meeting Minutes.)

Approval of Minutes: Chairman Moyle reported that the Board had reviewed the draft Minutes of the Regular Meeting held on September 13, 2018, as presented, and found them to be consistent with what occurred at that meeting.

Comm. Martin moved to approve the Minutes of the Board Meeting held on September 13, 2018. Chairman Moyle seconded the motion, motion passed unanimously.

Financial Reports: District Administrator Robin Ward presented the Treasurer's Report of the District's financial status and fund investments and requested approval for payment of expenses as presented in the *Treasurer's Report*.

Comm. Martin moved to accept and approve the Treasurer's Report and Fund Investments as presented. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

Comm. Martin moved that the disbursement of funds from the District's treasury of available funds for the payment of bills in the total sum of \$169,305.42 be authorized. Chairman Moyle seconded the motion, motion passed with a unanimous voice vote.

(NOTE: A copy of Robin Ward's detailed Treasurer Report has been attached to these Meeting Minutes for review.)

Public Comment/Special Presentations:

Public Input – Star City Councilman Hershey was present and discussed different types of fencing being allowed and the impact of fire, specifically vinyl fencing.

Staff Reports:

Chairman of the Board: Chairman Moyle had nothing additional to report.

Vice Chairman/Secretary of the Board: Comm. Fendley had nothing additional to report.

Treasurer of the Board: Comm. Martin had nothing additional to report.

Star Fire Chief, Greg Timinsky: Chief Timinsky reported on the following items:

- **Operations and General Information:**

- Maintenance Division – Dusty Ballantyne continues to improve and the shop is staying busy. We have researched the shop rates in the area and decided to raise them, we are currently working with Gigray on that process.
 - Public hearing went well with the City of Star for Impact Fees, they will begin collecting the fees on November 1, 2018. This process was started in April of 2016!
 - Vacant Vitamin Factory – Have not heard anything, believe the ownership is still with 1st Interstate Bank.
 - Still in communication with Maverick Towers and working with Gigray to determine if we can work out an agreement with them on housing cell towers. They are reviewing his proposed agreement.
 - Continue to work with Lexipol on getting the fire policies in place. Gigray has reviewed the agreement and provided comment, I received their reply and will get to him for review.
 - Working with Compliance Engine through Brycer and hope to start with them on January 1st of 2019. Gigray has reviewed the agreement and provided comment, they are reviewing and will get back to us.
 - Currently have a vacant firefighter position, we will begin advertising that position on Monday. Deputy Chief Sparks will be handling that process.
 - Dustin Gardner has been promoted to Engineer.
- **Prevention:**
 - Community is still growing fast, continue to have lots of interest in commercial and residential.
 - Human Bean, NAPA and a 3rd Dentist Office will be coming soon.
 - American Star Subdivision has been approved by the City, this is the subdivision that donated 2.07 acres to the District for a future fire station.
 - **Training:**
 - Joint training continues to go well for Star.

Chairman Moyle asked about any planning for mass casualties and emergency management disaster responses?

Chief informed the board that yes and in fact a meeting is scheduled with all the area agencies, he also meets with area cities to discuss emergency management and large incidents. Ada County Emergency Management team meets on a regular basis to discuss and plan with multiple agencies in the valley.

Deputy Chief Sparks: Chief Sparks provided an update on current training and wildland training with the other agencies. He has also been working on some changes to Tenzinga, the performance evaluation system currently in use, and believes there will be improvements with that. He will be posting the Lateral Firefighter Position on Monday and then move forward with the hiring process to fill the current vacancy.

Firefighters Union Representative: None present, Hunter's Breakfast is scheduled for October 20th.

District Administrator: Robin Ward provided the information for the ISFCA Conference scheduled for November 9th-11th and reported that Chief Timinsky and herself were planning to attend as well.

Attorney Report: Attorney Gigray provided an updated report on current items being worked on. His report is attached.

- Impact Fees – Expressed his appreciation to the City of Star and the staff for all the work they have done to implement the Impact Fees. He continues to work with Anne Wescott and Ada County to move forward. He also stated that he will represent Star, Kuna, Eagle and possibly North Ada during the Impact Fee process with Ada County. He is also continuing the process with Canyon County.

- Policy Code: Working with Robin Ward and Chief Timinsky on changes to the job descriptions for the Deputy Chief and District Administrator.
- Lexipol: He has provided comments on the proposed agreement.
- Compliance Engine – Currently working with the Chief on that agreement as well.
- Maverick Towers – working with the Chief on a proposed agreement.

Committee Reports:

- **Impact Fee Committee:** As reported earlier, the City of Star has completed the public hearing and will begin collecting Impact Fees November 1, 2018. Gigray is still working with Ada County Prosecutor’s Office to move forward, and progress in Canyon County is moving aalong as well.

Unfinished/Tabled Business Scheduled for the Regular Meeting:

- **Treasure Valley Fire Authority JPA** – Continue working on Lexipol Policies.
- **ACCESS (Ada County City EMS System)** – Chief Timinsky had nothing new to report.
- **Policy Code Updates: Postponed**
 - Title 6, Chapter 1, Deputy Chief Position
 - Title 6, Chapter 5, District Administrator Position

New Business:

- **Lexipol Online Policy Code:** Attorney Gigray has provided comment on the proposed agreement and Chief Timinsky will provide the response from Lexipol for Gigray to consider.

EXECUTIVE SESSION OF THE BOARD OF COMMISSIONERS: Chairman Moyle moved to convene into Executive Session under Idaho Code 74-2016 (1) (b) and to have Chief Timinsky, Deputy Chief Sparks, Robin Ward and Attorney Gigray remain in the session. Comm. Fendley seconded the motion, a roll call vote was taken and passed unanimously. Commissioners convened into executive session at 7:40 p.m.

Chairman Moyle moved to come out of Executive Session. Comm. Martin seconded the motion, motion passed with a unanimous voice vote.

Chairman Moyle resumed the regular meeting at 7:45 p.m. and announced that information was received during the Executive Session in regards to the purposes for the session, and no action was taken.

Announcement of the Next Meeting:

Chairman Moyle announced that the next regular meeting is scheduled for November 8, 2018, at 7:00 p.m. at Star City Hall.

Chairman Moyle moved to adjourn the meeting. Comm. Fendley seconded the motion, motion passed unanimously.

Regular Meeting adjourned at 7:45 p.m.

Minutes submitted by: _____
Robin Ward, District Administrator

Minutes approved by the Board of Commissioners at the November 8, 2018, Regular Meeting of the Board.

Secretary, Brian Fendley

Appended to these Minutes:

- Agenda Notice
- Treasurer's Report prepared by Ward
- Attorney's Report and Memo's

Approved 11/8/18