

**STAR FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
January 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 7:01 p.m.

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

Staff Present: Fire Chief Greg Timinsky, Recording Secretary/Treasurer Robin Ward and White Peterson Attorney William F. Gigray were also present.

Approval of Meeting Agenda and Postings: Robin Ward reported that Chief Timinsky posted the Original Agenda Notice of the Regular Meeting of the Board on January 9th at Fire Station #1 at 8:00 a.m. and at Star City Hall at 8:05 a.m.

Chairman Moyle moved to accept the report of the agenda postings and due to information being received after the posting of the original Agenda, to amend the Agenda by adding a New Business Item E - Millinton-Zwygart CPA's Engagement Letter for 2017 Audit. Comm. Martin 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 December 14, 2017, as presented, and found them to be consistent with what occurred at that meetings.

Comm. Martin moved to approve the Minutes from the Board Meeting held on December 14, 2017. Comm. Fendley seconded the motion, motion passed unanimously.

Financial Reports: Robin Ward provided a report of the District's financial status and fund investments, and requested approval for payment of expenses as presented in the *Treasurer 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 \$156,139.92 be authorized. Comm. Fendley 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: No public comment.

- Swearing in and Oath of Office Commissioner Steve Martin: Robin Ward swore in Steve Martin to office by having him recite the Oath of Office of Commissioner.

Staff Reports:

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

Secretary of the Board: Comm. Fendley 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 is busy, shop is full again.
 - New hires are rotating shifts to train with each crew.
 - Total calls for 2017 were 799, which is up 10% from 2016.
 - Promotion Job Postings have been posted and closed, we will be starting the testing process for both and hope to be complete the first of April.
 - The District missed out on approximately \$250k in Impact Fees in 2017, hoping to work with the City over the next couple weeks to get these moving forward.

- **Prevention:**
 - Bi-Mart is still moving along fast
 - Several annexations into the City of Star are in progress including property on corner of Hwy 16 and Hwy 44, River Ranch. Others such as Willowbrook Development that is approx. 1500 acres through Hillsdale Estates and out past Kingsbury Rd. that will be will be heard by the City.

- **Training:** Currently working on a joint training calendar for 2018, should be complete by the end of the month.

Firefighters Union Representative: Kelly Chadd addressed the Commissioners, thanked them for the Christmas gifts, reported that the Local had held annual elections.

- President - Danny Garringer
- Secretary-Treasurer - Kelly Chadd

He also reported that the Local had distributed gifts to needy families in the area for Christmas.

Recording Secretary/Bookkeeper: Robin Ward had nothing additional to report.

Attorney Report: Attorney Gigray provided an updated report on current items being worked on by White Peterson.

- Legislative Items include language change to Impact Fees - met with ISFCA Committee to discuss waiting to hear back from them.
- Syngenta - Canyon Hwy District 4 is still working on.
- Chief Niemeyer inquired about cooperative purchasing with the Idaho Fire Chiefs Association, Gigray informed him they would have to become a non-profit to do so.
- RFQ Process: Attorney Gigray provided a memo with additional information, in order for the Chief to use one of the Architects, the services would need to cost less than \$25,000.
- Provided a memo in regards to the Principal Financial Group, Inc. and Georgeson's Services to liquidate the stock options.

All other items are on the agenda.

Committee Reports:

- **Impact Fee Committee:** Chief reported that he is still planning to meet with the City of Star in February to do a workshop.

Unfinished/Tabled Business Scheduled for the Regular Meeting:

- **Treasure Valley Fire Authority Update:** Chief reported that the Treasure Valley Fire Chiefs are currently working on a joint water supply plan to provide consistency throughout the agencies.
- **Principal Financial Group - Common Stock:** Commissioners reviewed Mr. Gigray's memo.

Chairman Moyle moved to authorize the Chief to answer the letter to Georgeson's Services and complete the claim form to move forward with liquidating the stock. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

- **Architectural Services for Facilities Analysis and Conceptual Design of Station 1:** Chief will continue working on.

New Business:

- **Annual Election of Officers:** The following nominations were made
 - Chairman - Jared Moyle
 - Vice Chairman - Steve Martin
 - Secretary - Brian Fendley
 - Treasurer - Steve Martin

Chairman Moyle moved to approve the nominations. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

- **Annual Appointments:**
 - Fire Chief/Fire Code Official: Chairman Moyle moved to re-appoint Greg Timinsky as Fire Chief. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.
 - Apparatus Maintenance Division Chief: Chairman Moyle moved to re-appoint Dusty Ballantyne as the AMD Chief. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.
 - Recording Secretary/Bookkeeper: Chairman Moyle moved to re-appoint Robin Ward as the District Recording Secretary/Bookkeeper. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.
 - Attorney: Chairman Moyle moved to appoint White Peterson as the District's Attorneys. Comm. Martin seconded the motion, motion passed with a unanimous voice vote.
- **Commissioner Standing Committee Assignments**
 - Budget Committee: Chairman Moyle moved to appoint Comm. Martin to the 2018 Budget Committee. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.
 - Negotiations Committee: Chairman Moyle moved to appoint Chairman Moyle and Brian Fendley to the 2018 Negotiations Committee. Comm. Martin seconded the motion, motion passed with a unanimous voice vote.
- **Schedule Regular Monthly Meetings for 2018:** Chairman Moyle moved to continue holding the regular monthly meetings of the Board on the 2nd Thursday of each month. Comm. Martin seconded the motion, motion passed with a unanimous voice vote.

- **Millington Zwygart CPA, 2017 Audit Engagement Letter:** Comm. Martin moved to authorize the Chairman to sign the Engagement Letter with Millington Zwygart to perform the 2017 audit. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

EXECUTIVE SESSION OF THE BOARD OF COMMISSIONERS: Chairman Moyle moved to convene into Executive Session under Idaho Code 74-2016 (1) (a) and (b) and to have Chief Timinsky, Robin Ward and Attorney Gigray remain in the session. Comm. Martin seconded the motion, a roll call vote was taken and passed unanimously. Commissioners convened into executive session at 7:30 p.m.

Chief Timinsky remained in the Executive Session until 7:45 p.m.

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

Chairman Moyle announced that information was received during the Executive Session and no action was taken.

Regular Meeting resumed at 7:55 p.m.

Chairman Moyle moved to amend the regular agenda due to information that was received during the Executive Session, by adding a new item Administrative Staff Salaries.

Administrative Staff Salaries:

Chairman Moyle moved to approve the Fire Chief's annual salary be increased to \$95,000 and the Maintenance Division Chief's annual salary to \$78,000. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

Announcement of the Next Meeting:

Chairman Moyle announced the next meeting will be February 8, 2018, 7:00 p.m. Star City Hall

Adjournment: Chairman Moyle moved to adjourn the meeting. Comm. Martin seconded the motion, motion passed unanimously.

Regular Meeting adjourned at 8:10 p.m.

Minutes submitted by: _____
Robin Ward, Recording Secretary

Minutes approved by the Board of Commissioners at the January 11, 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