

**STAR FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
June 13, 2019 – 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 7:00 p.m.

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

Staff Present: Chief Timinsky, District Administrator Robin Ward and White Peterson Attorney William Punkoney were all 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 June 11, 2019, at Star Fire Station #1, Star Fire Station #2 and on the District website starfirerescue.org.

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 May 9, 2019, as presented, and found them to be consistent with what occurred at that meeting.

Chairman Moyle moved to approve the Minutes of the Regular Board Meeting held on May 9, 2019, as presented. Comm. Martin 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 \$229,273.86 be authorized. Chairman Moyle seconded the motion, motion passed with a unanimous voice vote.

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

Public Comment/Special Presentations: Jordan Zwygart from Zwygart John & Associates CPA's presented the 2018 Audit Report.

Staff Reports:

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

Vice Chairman 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 – Shop is busy as normal, getting things in and out fast.

- Fireworks Sales – currently working with the City of Star on an ordinance that will stop the sales of aerial fireworks either effective this year or next year.
 - DC Islas from Middleton or John Ford will be contacting everyone to get a current picture to put up in a District display.
 - North Fork Nutra has moved to their portion of the building.
 - BRS Architects and their team have completed the plans and are ready to apply for the permit. Have ask them to hold off on the permit until we have an idea of the costs, have been sending out for estimates. The final plans were reviewed and discussed.
 - District Administrator Ward and the Chief will be moving to the new building within the next month.
 - BLM Wild West is currently at Station 2 for the season.
 - Our management team with Middleton Fire is progressing, have been modifying some of their systems and processes to try and improve efficiency.
- **Prevention/Community Growth:**
 - Community is still growing fast, continue to have lots of interest in commercial and residential.
 - **Training:**
 - Multi agency trainings continue to go well.

Firefighters Union Representative: None present.

District Administrator: Robin Ward had nothing additional to report.

Attorney Report: Attorney Punkoney discussed the progress being made on Impact Fees in Ada, Canyon and the City of Eagle. All other items are on the agenda.

Committee Reports:

- **Impact Fee Committee:** Chief reported that the Star Impact Fee Committee and Anne Wescott had met on May 15, 2019 for the annual review of the CIP and projected growth. The Committee reported that no changes in the report or the fees are needed at this time.

Commissioners reviewed and discussed the memo provided by Attorney Gigray offering his recommendation on the process used to transfer the administrative fee to the Cities and Counties. To date, the process was set up that the City collected the fees and when cutting the check to the District they reduced that amount by the total administrative fees, like a credit memo. DA Ward reported that she had discussed this process with the Auditor and they agreed that the District could continue to deposit those funds received from the City and then transfer the amount reduced for the administrative fee from the general fund to the Impact Fee Trust Fund and the fees would be kept whole in the Impact Fee Trust account as intended. Attorney Punkoney expressed his objection to that approach and advised the Board that in their opinion it would look like the administrative fee was literally being paid by the impact fees themselves. The Commissioners requested that the City be approached and asked to now invoice the District for the Impact Fee Administrative Fee and the District would then cut the City a check to separate the fee in to a separate transaction .

Attorney Punkoney reported on the following:

- Ada County – Nothing to update at this point.

- Canyon County – Anne Wescott has scheduled a meeting for June 28th, at 9:00 a.m. DA Ward will attend to represent Star Fire.
- City of Eagle – White Peterson is still waiting to hear back from their attorney.
- **2019 Budget Committee:** The next meeting was scheduled June 26th, at 9:00 a.m.

Unfinished/Tabled Business Scheduled for the Regular Meeting:

- **Treasure Valley Fire Authority JPA** – Chief Timinsky had nothing new to report.
- **ACCESS (Ada County City EMS System)** – Chief Timinsky reported that they will not have another meeting until the Fall.
- **New Station 1 Remodel -**
 - As reported earlier, BRS has completed the plans for the remodel, Chief Timinsky is in the process of obtaining some rough estimates to get an idea of the costs in order for him to know which procurement process he will need to use to obtain final estimates.

New Business:

- **Ada County Impact Fees** – Resolution to enter into Intergovernmental JPA with Ada County.

Chairman Moyle moved to adopt Resolution 19-174 Approving and Authorizing the Chairman to execute the Ada County and Star Fire Protection District Intergovernmental and Joint Powers Agreement for the Collection and Expenditure of Development Impact Fees for Fire District Systems Improvements. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

- **2018 Audit Report** – The 2018 Audit report was presented by Jordan Zwygart of Zwygart John & Associates CPA's.

Chairman Moyle moved to approve the 2018 Audit Report as presented. Comm. Fendley seconded the motion, motion passed with unanimous voice vote.

- **Special Bond Election for New Station 1**
 - Bond Reimbursement Resolution – Ward provided a draft resolution that the Commissioners reviewed and discussed, it was decided that this item would be tabled until the next meeting when more information was obtained on the total dollar amount needed in the resolution.
 - Review and Consider Proposals for Bond Council – Commissioners reviewed and discussed the proposals from Hawley Troxell Attorneys and Skinner Fawcett Law Office for Bond Council Services.

Comm. Martin moved to accept the proposal from Skinner Fawcett Law to obtain Bond Council services and to authorize the Chairman to execute the agreement. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

- Review and Consider Proposals for Municipal Advisory Services – Commissioners reviewed and discussed an agreement for municipal advisory services that was received from Zions Public Finance. No action was taken at this time.

- **Policy Code Updates**

- Title 8 – Amending Chapter 3, Section 1, Sub-sections 2 and 3 per House Bill No. 184

Comm. Martin moved to adopt Resolution 19-175, Amending Subsection 2 and 3 of Section 1 of Chapter 3 of Title 8 of the Star Fire Protection District Policy Code. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

- Title 11 – Amending Chapter 1B, Section 3, adding a new Sub-section 3, per Senate Bill No. 1047.

Comm. Martin moved to adopt Resolution 19-176, Amending Section 3 of Chapter 1B of Title 11 of the Star Fire Protection District Policy Code by adding a new Sub-section 3, providing changes in Cooperative Purchasing. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

- Title 11 – Amending Chapter 2, Section 2 per House Bill No 160

Comm. Martin moved to adopt Resolution 19-177, Amending Section 2 of Chapter 2 of Title 11 of the Star Fire Protection District Policy Code providing for changes to the Sole Source Purchasing. Chairman Moyle seconded the motion, motion passed with a unanimous voice vote.

- **IIIA (Idaho Independent Intergovernmental Authority (District health insurance provider))** Commissioners reviewed the amended and restated joint powers agreement that reflected the required 2019 changes to the agreement by the IIIA.

Chairman Moyle moved to adopt Resolution 19-178 Authorizing the Chairman of the Board to Execute the “Amended and Restated Joint Powers Agreement and Declaration of Trust” with the Idaho Independent Intergovernmental Authority (IIIA). Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

EXECUTIVE SESSION OF THE BOARD OF COMMISSIONERS: Chairman Moyle announced that there was no need for an executive session at this time.

Announcement of the Next Meeting:

Chairman Moyle announced that the next regular meeting is scheduled for Thursday, July 11, 2019, at 7:00 p.m.

Chairman Moyle moved to adjourn the meeting. Comm. Fendley seconded the motion, motion passed unanimously. Regular Meeting adjourned at 8:15 p.m.

Minutes submitted by: _____
Robin Ward, District Administrator

Minutes approved by the Board of Commissioners at the July 11, 2019, Regular Meeting of the Board.

Jared Moyle, Chairman

Appended to these Minutes:

- Agenda Notice
- Treasurer's Report prepared by District Administrator Robin Ward
- Attorney's Report and Memo's if Applicable

Approved 7/11/19