

**STAR FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
April 11, 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. Vice-Chairman Fendley called the meeting to order at 7:00 p.m.

Roll Call: Commissioner Steve Martin and Brian Fendley were present at the start of the meeting, Comm. Moyle arrived at 7:06 p.m.

Staff Present: Deputy Chief Sparks, District Administrator Robin Ward and White Peterson Attorney William Gigray were all present. Chief Timinsky was absent from the meeting.

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 April 9, 2019, at Star Fire Station #1, Star Fire Station #2 and on the District website starfirerescue.org.

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

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

Approval of Minutes: Vice-Chairman Fendley reported that the Board had reviewed the draft Minutes of the Regular Meeting held on March 14, 2019, as presented, and found them to be consistent with what occurred at that meeting.

Vice-Chairman Fendley moved to approve the Minutes of the Regular Board Meeting held on March 14, 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. Vice-Chairman 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 \$180,989.94 be authorized. Vice-Chairman Fendley 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: None

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 by Deputy Chief Sparks: Chief Timinsky was out of town at FDIC and Deputy Chief Sparks reported on the following items:

- **Operations and General Information:**
 - Maintenance Division – Shop is busy as normal, getting things in and out fast.
 - North Fork Nutra will be moving to the older part of our building within the next few weeks.
 - BRS Architects and their team are working on the plans for our remodel, that is moving along great. He has been working with the City to get any questions answered for them as well.
 - Have hired a landscaper to clean up the landscaping and repair the sprinkler system, this will help save what is still alive.
- **Prevention/Community Growth:**
 - Community is still growing fast, continue to have lots of interest in commercial and residential.
- **Training:**
 - Multi agency trainings continue, EVOC is coming up.
 - Wildland Refresher is starting.

Deputy Chief Sparks: DC Sparks also reported that they are working on updating IPS's (individual performance standards), working on FRL's and have some new ones coming online. DC Sparks also provided an update on the Commissioners using IPAD's for the meeting information and email access.

Firefighters Union Representative: Nothing new reported.

District Administrator: Robin Ward reported that the 2018 Audit has been completed and the report should be ready for consideration in May or June.

Attorney Report: Attorney Gigray discussed the use of IPAD's and advantage of keeping all the District communication and records access to one location. He also provided the latest update on legislative matters and status. All other items he has been working on are included on the agenda.

Committee Reports:

- **Impact Fee Committee:** Attorney Gigray provided an update on the status of the following:
 - Ada County - Still moving slow, has been emailing with Rutherford
 - Canyon County – Making progress, waiting for Caldwell's CIP
 - City of Eagle – Working with a new Attorney, they have acknowledged receipt of documents.
- **2019 Budget Committee:** District Administrator Robin Ward reported that she and Chief Timinsky would like to schedule the first budget workshop for planning the 2020 Budget. A meeting was scheduled for Thursday May 2, 2019, at 1:00 p.m. at the Administrative Offices at Station 2.

Unfinished/Tabled Business Scheduled for the Regular Meeting:

- **Treasure Valley Fire Authority JPA** – DC Sparks had nothing new to report.
- **ACCESS (Ada County City EMS System)** – DC Sparks had nothing to report.
- **New Station 1 Remodel:**
 - As reported earlier, BRS is getting close to completing the plans for the remodel. The administrative offices have been painted and new floor coverings have been installed upstairs. They are ready to be moved into once the renters move to their new location.

New Business:

- **Policy Code Update Title 1, Chapter 3, Section 1 – Official Newspaper for Publication:**
District Administrator Robin Ward reported that she had received the circulation information from the Idaho Statesman and The Idaho Press, based on that information the Statesman has the highest circulation. Ward presented a Resolution for consideration to designate the Statesman as the official Newspaper for legal publications.

Comm. Moyle moved to adopt Resolution 19-173, Amending Title 1, Chapter 3, Section 1 of the District Policy Code, Designating the Official Newspaper of the District. Comm. Martin seconded the motion, motion passed with a unanimous voice vote.

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

Announcement of the Next Meeting:

Vice-Chairman Fendley announced that the next regular meeting is scheduled for Thursday, May 9, 2019, at 7:00 p.m.

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

Regular Meeting adjourned at 7:50 p.m.

Minutes submitted by: _____
Robin Ward, District Administrator

Minutes approved by the Board of Commissioners at the May 9, 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