

**STAR FIRE PROTECTION DISTRICT  
BOARD OF COMMISSIONERS  
REGULAR MEETING AND PUBLIC HEARING MINUTES  
December 13, 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 December 11, 2018, at Star Fire Station #1, Star Fire Station #2 and on 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 November 8<sup>th</sup> and the Special Meeting held on December 3, 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 Meetings held on November 8<sup>th</sup> and December 3<sup>rd</sup>, 2018, as presented. Chairman Moyle seconded the motion, motion passed unanimously.

**Public Hearing:** Consider Adoption of CIP for the Purpose of Implementing Impact Fees in Ada County:

Chairman Moyle moved to open the public hearing. Comm. Martin seconded the motion, motion passed with a unanimous voice vote. Public hearing was opened at 7:03 p.m.

- Staff Report – District Administrator Robin Ward reported that the hearing notice was published in the Idaho Statesman and Idaho Press Tribune on November 29, 2018, as required by law.
- Public Input – none

Chairman Moyle moved to close the public hearing. Comm. Martin seconded the motion, motion passed with a unanimous voice vote. Public hearing was closed at 7:04 p.m.

Comm. Martin moved to adopt Resolution 2018-163 Adopting the Star Fire Protection District Capital Improvements Plan for Ada County. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

**Public Hearing:** Consider Imposing a New Fire District Impact Fee for Ada County:

Chairman Moyle moved to open the public hearing. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote. Public hearing was opened at 7:05 p.m.

- Staff Report – District Administrator Robin Ward reported that the hearing notice was published in the Idaho Statesman and Idaho Press Tribune on November 29, and December 6, 2018, as required by law.
- Public Input – none

Chairman Moyle moved to close the public hearing. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote. Public hearing was closed at 7:06 p.m.

Comm. Martin moved to adopt Resolution 2018-164 Amending the Star Fire Protection District Fee Schedule by Adding the Development Impact Fees. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

**Public Hearing:** Consideration of Increase to Maintenance Division Fees and a New Commercial Compliance Fee: This public hearing was postponed until the January 10<sup>th</sup>, 2019 meeting.

**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 \$184,586.48 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:** None

**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 – Continues to stay busy, as planned we have hired a Maintenance Technician, Todd White has joined the Maintenance Division.
  - The joint Christmas Party between Star and Middleton was a success and well attended. Everyone seemed to enjoy themselves, we plan to continue this every year.
  - Robin Ward, Victor Islas and myself attended the Cost of Growth Workshop hosted by Canyon County Commissioners for the agencies in Canyon County. It sounds like they are moving forward with the Impact Fees.
  - All other items are included on the agenda.
- **Prevention/Community Growth:**
  - Community is still growing fast, continue to have lots of interest in commercial and residential.
- **Training:**
  - Joint training is going great, the center hall drills were completed a couple weeks ago, this week it will be RIT drills, the crews seem to be enjoying the trainings.

**Firefighters Union Representative:** Nothing new to report.

**District Administrator:** Robin Ward had nothing additional to report.

**Attorney Report:** Attorney Gigray provided an updated report on current items being worked on which are included on the agenda. He also provided a memo covering the new county tax exemption ordinance.

**Committee Reports:**

- **Impact Fee Committee:** Attorney Gigray provided a progress report on implementation in Ada and Canyon Counties. Ada County continues with slow progress, Canyon County plans to hold a meeting next month.

### **Unfinished/Tabled Business Scheduled for the Regular Meeting:**

- **Treasure Valley Fire Authority JPA** – Continue working together on Lexipol Policies.
- **ACCESS (Ada County City EMS System)** – Chief Timinsky reported that they have a meeting scheduled later this month.
- **Policy Code Updates:**
  - Title 6, Chapter 1, Deputy Chief Position – On Hold
  - Title 6, Chapter 5, District Administrator Position – On Hold
- **Lexipol Online Policy Code:** Chief Timinsky requested that this item be postponed until after the Executive Session later in the meeting.

### **New Business:**

- **Brycer - Compliance Engine Agreement:** The agreement was discussed. Chairman Moyle moved to authorize Chief Timinsky to Execute the Brycer “Compliance Engine” agreement. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.
- **Consider Kuna Interagency Contract for Administrative Services by District Administrator Robin Ward:** Attorney Gigray reported that the Kuna Rural Fire District Board had reviewed the Agreement at their meeting and had tabled authorizing the agreement until they could discuss further with the Treasurer to determine what services would be covered by the agreement.

**EXECUTIVE SESSION OF THE BOARD OF COMMISSIONERS:** Chairman Moyle moved to convene into Executive Session under Idaho Code 74-2016 (1) (c) and (f) and to have Chief Timinsky, Deputy Chief Sparks, Robin Ward, Attorney Gigray, and Star City Councilmen Hershey and Chadwick remain in the session. Comm. Fendley seconded the motion, a roll call vote was taken and passed unanimously. Commissioners convened into executive session at 7:35 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 8:14 p.m. and announced that information was received during the Executive Session in relation to the purposes for the session, and no action was taken.

**Lexipol Policy Code Online Access Agreement:** Chairman Moyle moved to authorize the Chief to execute the Lexipol Online Policy Code Subscription agreement and to move forward with the implementation process. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

**Consider Purchase of Real Property:** Commissioners and Star City Councilman Hershey and Chadwick discussed the benefits of the joint purchase of the property known as the Vitamin Factory located at 11665 W State St., Star, Idaho.

- **Agreement for Real Property Ownership with the City of Star:** Chairman Moyle moved to adopt Resolution 18-165 Authorizing the Chairman of the Board of Commissioners to Execute the Agreement for Real Property Ownership between the Fire District and City of Star. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.
- **Real Property Purchase and Sale Agreement with FIB:** Comm. Fendley moved to adopt Resolution 18-166 Authorizing the Fire Chief of the Star Fire Protection District to Execute the Real Property Purchase and Sale Agreement between the Fire District and FIB Properties III, LLC. Chairman Moyle seconded the motion, motion passed with a unanimous voice vote.

### **Announcement of the Next Meeting:**

Chairman Moyle announced that the next regular meeting is scheduled for January 10, 2019, at 7:00 p.m. at Star City Hall.

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

Regular Meeting adjourned at 8:26 p.m.

Minutes submitted by: \_\_\_\_\_  
Robin Ward, District Administrator

Minutes approved by the Board of Commissioners at the January 10, 2019, 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 1/10/19