

**STAR FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
September 12, 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 and Steve Martin were present at the meeting. Brian Fendley was absent from the meeting

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

Approval of Meeting Agenda: Fire Chief Timinsky reported that the Original Agenda Notice of the Regular Meeting of the Board was posted prior to 5:00 p.m. on September 10, 2019, at Star Fire Station #1, Star Fire Administrative Offices and on the District website starfirerescue.org.

Chairman Moyle moved to approve the agenda as posted. 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 August 8, 2019, and the Special Meetings on August 12th and 28th, 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 August 8, 2019, and the Special Meetings held on August 12th and 28th, 2019, as presented. Comm. Martin seconded the motion, motion passed with a unanimous voice vote.

Financial Reports: Chief Timinsky provided District Administrator Robin Ward's Treasurer 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. Chairman Moyle 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 \$220,098.28 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: None

Staff Reports:

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

Vice Chairman of the Board: Comm. Fendley was absent from the meeting.

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.

- Southwest Fire Chiefs conference was in McCall last week, DC Sparks and myself attended. We had 3 great speakers, it was a good conference and meeting.
 - Reviewed the renewal of our liability insurance policy through VFIS, the only increase was due to the addition of the new building and rental space. The new building is insured for \$4.8 million (\$133/sq ft). My question is do you want that raised? I have also asked him to give us a quote on builder's risk policy while we are under construction.
 - Have met with several citizens of the District about our plans for the bond and the remodel of the new building, they all seem to be excited about the project.
 - As directed, we have started the first phase of the demolition. The large exterior door will be cut this week and we will have a temporary door built in.
 - Our management team with Middleton Fire continues to progress, we continue to evaluate and modify systems to improve efficiency.
 - Chief Sparks has been working on Lexipol policies.
- **Prevention/Community Growth:**
 - Community is still growing fast, continue to have lots of interest in commercial and residential. Middleton side also has some exciting developments coming. We had the final meeting with Canyon County Commissioners to discuss connecting North and South Blessinger Rd., the development was passed by the County Commissioners and will be moving forward. This will be great for our response times to the northern portion of Middleton's District.
 - We have also been successful in implementing water supply and sprinkler systems in the Middleton Fire District which is consistent with what we do in Star. I am not real popular in the Middleton District right now due to these changes, but we are working through it.
 - **Training:**
 - All training is going well, Officer Development Program has started, we do not have anyone attending this year.
 - CWI has started the first group through a Fire Academy. This is exciting for Star and Middleton, we will be able to put on some part time employees in both districts hoping to have a 4 person crew at all times. We will have the opportunity to run them through a task book and Tenzinga evaluations and then be able to use that pool to hire from in the future, if we desire to.

Firefighters Union Representative: Danny Garringer reported that they continue to work on the Pheasant Hunter's Breakfast on October 19th and selling ATV raffle tickets.

District Administrator: Robin Ward reported that they will be looking for volunteers that want to be on a Chili Team at the Star Chamber's Chili Cook Off on Saturday, September 20th!

Attorney Report: Attorney Gigray reported on the items being worked on which included drafts of the construction contracts and providing the executive session minutes from the last meeting.

Committee Reports:

- **Impact Fee Committee:**

Attorney Gigray reported on the following:

 - Ada County – No progress, a meeting with P&Z is scheduled for the first week of October.
 - Canyon County – Anne Wescott has a meeting scheduled this Friday to discuss further.
 - City of Eagle – Nothing new, sent another email today.

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 it is time for the annual renewal of the JPA agreement. A resolution was provided.

Chairman Moyle moved to adopt Resolution 2019-182 Approving the First Renewal of the Restated and Amended Joint Powers Agreement for the Coordinated and Cooperative Provisions of Emergency Medical Services in Ada County and Authorizing the Chairman to Execute the Notice of First Renewal. Comm. Martin seconded the motion, motion passed with a unanimous voice vote.

- **New Station 1 Remodel** –
 - Chief Report - We are in the process of the first demolition phase. Things are moving along as planned, hope to have majority of this phase completed prior to the Open House on October 3rd and the Annual Pheasant Hunter’s Breakfast and Open House on October 19th.
 - RFB SF19-06 – Concrete Cutting – Bid Process Used for Less than \$50,000 Contract
 - Chief Timinsky reported that he had requested bids from multiple concrete cutting contractors with a very low response. Two companies responded to his phone calls and emails, A-Core and ACDS, Inc. He only received one written response to the bid request.
 - ACDS, Inc in the amount of \$39,875.00

Comm. Martin moved to authorize the Chairman to execute the Building Remodel Concrete Cutting Contract with ACDS, Inc., 505 E Kearney, Caldwell, Idaho, the lowest and sole bidder that responded to RFB SF19-06 Concrete Cutting, for an amount not to exceed \$39,875.00. Chairman Moyle seconded the motion, motion passed with a unanimous voice vote.

- **Special Bond Election for New Station 1 – November 5th, 2019**
 - Chief Timinsky reported on the following:
 - Notice of Summary of Ordinance to be published in the Idaho Statesman and Idaho Press, notice was sent to them on September 6, 2019.
 - Notice of Election and Ballot Form was sent to Ada and Canyon Counties on September 6, 2019.
 - Provided an update on the levy messaging plan and distribution of brochures, website and email distribution. Continue working with Clearwater Financial on these items as well as weekly conference calls and updates.
 - First Open House is planned for October 3rd from 4:00 to 8:00 p.m.
 - Pheasant Hunter’s Breakfast and Open House will be held at the new building on October 19th from 6:00 – 11:30 a.m.
 - District’s Information Report and Official Statement:
 - Bond Council Skinner Fawcett Law Office has provided the District’s Information Report and Official Statement for review and consideration.

Comm. Martin moved to authorize Chairman Moyle to execute the District’s Bond Levy Information Report and Official Statement as provided by Skinner Fawcett Law Office. Chairman Moyle seconded the motion, motion passed with a unanimous voice vote.

- **Policy Code Update:** Consider a Resolution updating the Star Fire Protection District Policy Code, Title 4, Chapter 2, Open Meeting Laws, Meeting and Notice Posting Location.

Chairman Moyle moved to adopt Resolution 2019-181 Amending Title 4, Chapter 2, Section 2, Sub-Section 2 of the Star Fire Protection District Policy Code providing for Changes to the Meeting/Notice Posting Location. Comm. Martin seconded the motion, motion passed with a unanimous voice vote.

New Business: None

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, October 10, 2019, at 7:00 p.m. at 11665 W State St., Suite B, Star, Idaho.

Chairman Moyle moved to adjourn the meeting. Comm. Martin seconded the motion, motion passed unanimously. Regular Meeting adjourned at 7:27 p.m.

Minutes submitted by: _____
Fire Chief Timinsky

Minutes approved by the Board of Commissioners at the October 10, 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