

**STAR FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
November 8, 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 7:00 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 November 6, 2018, at Star Fire Station #1, Star Fire Station #2 and 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 October 11, 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 Meeting held on October 11, 2018, as presented. Comm. Fendley 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. 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 \$135,021.89 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 discussed we are ready to move forward with hiring a technician to help Dusty out.
 - Impact Fees – the City of Star will begin collecting fees on November 1st. Very exciting for the District.
 - Still working with Gigray and Maverick Towers to see if we can come up with an agreement that works for both of us.

- Lexipol – Ready to move forward with the agreement and along with the rest of the fire departments in the valley. The policy manual that they provide is based on Federal and State Statute and if not addressed in either of those they are based on nationwide best practice. They reviewed over 2,700 pieces of legislation last year. More than 3,300 police and fire agencies nationwide use Lexipol for their policies. ICRMP is no longer our liability insurance carrier, however, they supported it to the extent of paying for law enforcement to have access to it. Our liability insurance carrier supports it as well, to my knowledge, they have not paid for any agencies to have access to it.
- Compliance Engine through Brycer – Bill has been reviewing this agreement and we think we are about ready to enter that agreement by January 1st.
- We had a great response to our recent job posting for the lateral firefighter position. We received 19 applications and narrowed it down to interview 4 candidates, we will be holding those next week. We had an outstanding pool to choose from, we have raised the bar in Star and think it has become a desirable place to work.
- **Prevention:**
 - Community is still growing fast, continue to have lots of interest in commercial and residential.
- **Training:**
 - Joint training is going great, we have people on the training cadre and look forward to the upcoming drills that start next week on long hallways. The Ops and Fire Chiefs went through the training today and it was awesome.

Firefighters Union Representative: President Danny Garringer reported that the Hunter’s Breakfast was a success. Estimate that they raised over \$35k with the ATV and other raffle and auction items. They will be increasing the amount that is given to families from the burn out fund and will be able to sponsor more Christmas families.

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 on the agenda. His report is attached.

- Maverick Towers – he is waiting to hear back from them.
- Compliance Engine/Brycer Agreement – he has been working on this along with the Chief.

Committee Reports:

- **Impact Fee Committee:** Attorney Gigray provided a progress report on implementation in Ada and Canyon Counties. A public hearing to adopt the CIP plan for implementation of Ada County Impact Fees was scheduled for December 13, 2018, at 7:00 p.m.

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 had nothing new to report.
- **Policy Code Updates: Postponed**
 - Title 6, Chapter 1, Deputy Chief Position
 - Title 6, Chapter 5, District Administrator Position
- **Lexipol Online Policy Code:** Attorney Gigray provided his concerns and comments on the proposed agreement and use of Lexipol. Chief Timinsky will meet with the Commissioners to discuss and review. A Special Meeting will be held if needed.

New Business:

- **2018 Audit:** Robin Ward presented the engagement letter proposed by Zwygart John & Associates to perform the 2018 Audit.

Chairman Moyle moved to accept the proposal and to authorize the Chief to sign the letter of engagement with Zwygart John & Associates to perform the 2018 Audit. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

- **HRA VEBA Plan Implementation:**

- Establishment of HRA VEBA – Chairman Moyle moved to Authorize the Chairman to execute the Employer Adoption Agreement and to adopt Resolution 18-161 Authorizing the Establishment of the Health Reimbursement Arrangement/Voluntary Employees Beneficiary Association (“HRA VEBA”) Plans. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

- **Maintenance Division Fee Increase:** Chief reported that the Maintenance Division fees needed to be increased to be comparable with the rest of the area. Repair and maintenance hourly rate would go from \$85 to \$100 per hour and the preventative maintenance hourly rate would go from \$75 to \$90 per hour. A public hearing was scheduled for December 13, 2018, at 7:00 p.m.

EXECUTIVE SESSION OF THE BOARD OF COMMISSIONERS: Chairman Moyle moved to convene into Executive Session under Idaho Code 74-2016 (1) (a) and (c) and to have Chief Timinsky, Deputy Chief Sparks, Robin Ward, Danny Garringer and Attorney Gigray remain in the session. Comm. Fendley seconded the motion, a roll call vote was taken and passed unanimously. Commissioners convened into executive session at 8:06 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 8:40 p.m. and announced that information was received during the Executive Session in regards to the purposes for the session, and no action was taken.

Announcement of the Next Meeting:

Chairman Moyle announced that the next regular meeting is scheduled for December 13, 2018, 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 8:41 p.m.

Minutes submitted by:

Robin Ward, District Administrator

Minutes approved by the Board of Commissioners at the December 13, 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