

**STAR FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
March 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 all present.

Staff Present: Fire Chief Greg Timinsky, Recording Secretary/Treasurer Robin Ward and White Peterson Attorney William F. Gigray were also present.

Approval of Meeting Agenda and Postings: Robin Ward reported that Chief Timinsky posted the Original Agenda Notice of the Regular Meeting of the Board on March 6th at Fire Station #1 at 8:00 a.m. and at Star City Hall at 8:05 a.m.

Chairman Moyle moved to accept the report of the agenda postings and to approve the agenda. 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 February 8, 2018, as presented, and found them to be consistent with what occurred at that meeting.

Comm. Fendley moved to approve the Minutes from the Board Meeting held on February 8, 2018. Comm. Martin seconded the motion, motion passed unanimously.

Financial Reports: Robin Ward provided a report of the District's financial status and fund investments, and requested approval for payment of expenses as presented in the *Treasurer 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 \$122,547.99 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: No public comment.

Staff Reports:

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

Secretary of the Board: Comm. Fendley 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 be busy, Dusty is in Grandview today.
- Continued to follow up on the property surrounding Station 2, the owners responded and priced the property at \$350,000 for 2 acres which includes the .7 acres directly next to the station that has a well and a shed on it. We have discussed several different options of what that property could possibly be used for such as a future logistics warehouse, maintenance facility, possible location to lease to BLM etc. The well could be used as a water source to put a hydrant out in front of Station 2 and a water source for the future training site behind the station. The City of Star may also have a future interest in the well for a future well and lift station in the area.
- Impact Fee Workshop, the City has moved the workshop from February 27th to March 15th. Still hearing that they want the Counties to implement the fees at the same time. The information he has gathered for 2017 reflects that we would have collected \$30,000 in impact fees for both counties and around \$250,000 within the City limits. The goal will be to collect from all, however, it is obvious the largest impact to the District is within the City limits.
- Chief has met with the architects that will be preparing the feasibility study for the possibilities of remodeling or rebuilding Station 1. Some of the additions that are being considered are a workout room, community/training room, additional restroom, increased living area, and the hot-warm-cold zones to promote the "healthy in healthy out" initiative to reduce exposure to cancerous carcinogens. They will also be making a recommendation on the location of Station 1, they may have concerns about the station being located on Highway 44 and the impact of projected growth over the next 10, 20 and up to 50 years. We plan to meet again on March 14th.
- Dave Sparks, Victor Islas, Robin Ward and himself all met with the e-boards from the Locals of Star and Middleton to discuss what a shared administration could possibly look like between the two Districts. Administration also got together to start a SWOT analysis, we have also ask the labor group to do the same and would like to request that the Commissioners also do one to gather as much information as possible to use in the analysis of this idea and to consider a possible recommendation to the Boards.
- Chairman Moyle, Robin Ward and himself attended a meeting with the other local Chiefs, Fire Commissioners, City Mayors, and Human Resource and Finance Directors to share information and data that will be used for short and long term planning and budgeting process.
- Chief thanked the Commissioners and labor group for the working relationships that have been developed in the District. He is very proud to be a part of this group and thankful that we currently are not faced with some of the issues that other surrounding departments are dealing with.

- **Prevention:**

- Bi-Mart is still moving along and still planning to open in May.
- Annexation of the property at the corner of Hwy 16 and 44 into the City of Star has been passed.
- A Credit Union will be starting this year at the entrance of Pinewood Lakes.
- Numerous other subdivisions and commercial inquiries are in the works.
- Two more commercial developments will be going in near Bi-Mart.

- **Training:**
 - The joint training calendar for 2018 is being implemented.
 - Engineering Development Program (EDP) has started and thanks to John Ford for assisting with the instruction of that course.
 - Several other trainings are planned throughout the year to enhance the skills of the firefighters.

Firefighters Union Representative: Nothing new to report at this time.

Recording Secretary/Bookkeeper: Robin Ward reported on the following:

- 2017 Audit has been scheduled for May 14th.
- The 2018 State Tax Comm. L2 Training is scheduled for May 17th, Chairman Moyle expressed interest in attending as well.

Attorney Report: Attorney Gigray provided an updated report on current items being worked on.

- Will work with Robin Ward on the resolution that pertains to District investment policies.
- Ask the Chief if he needed to be working on job descriptions that were mentioned, Chief responded no, they are currently just work in progress and that he will get with Bill when they are ready to update the Policy Code.
- Provided a legislative update on several proposed bills.
- Impact Fees - Kuna is moving forward and should be complete in the next month. This has provided a boiler plate process that the remaining Districts can follow.

All other items are on the agenda.

Committee Reports:

- **Impact Fee Committee:** Chief reported that a workshop is scheduled with the City of Star on March 15th.

Unfinished/Tabled Business Scheduled for the Regular Meeting:

- **Treasure Valley Fire Authority JPA** - Chief Timinsky had nothing additional to report.

New Business:

- **Station 2 Property:** As reported by Chief Timinsky earlier, they have quoted a price of \$350,000 for the 2 acres. He had a CMA (cost market analysis) done on the property and found the price falls into the mid range of commercial property in the area.

Chairman Moyle questioned the Chief on whether this would be a good location for a training facility? Chief explained that it would be a good location for the west side of the valley to train and it takes at least 2 acres for a training facility.

Chief also added that he is currently looking for possible property options on Floating Feather for a future Station 3.

Commissioners requested that Chief look into the following items and get back to them:

- Check into the well uses, make sure there are no restrictions on what the well could be used for.
- Check with the irrigation district (Middleton Mill Co. & Lemp Lateral) to see if there are any restrictions on the use of the waste water ditch that runs along the north side of the property.

- **2018 Budget Hearing Date for 2019 Budget:** Chairman Moyle moved to schedule the 2019 Budget Hearing date for August 9, 2018, at 7:00 p.m. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

EXECUTIVE SESSION OF THE BOARD OF COMMISSIONERS: None needed.

Announcement of the Next Meeting:

Chairman Moyle announced that per request by the Chief, the Commissioners will hold a SWOT Analysis workshop at 6:00 p.m. prior to the next meeting scheduled for April 12, 2018, at 7:00 p.m. Star City Hall.

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

Regular Meeting adjourned at 8:30 p.m.

Minutes submitted by: _____
Robin Ward, Recording Secretary

Minutes approved by the Board of Commissioners at the April 12, 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