

**STAR FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
June 11, 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, 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 prior to 8:00 p.m. on June 7, 2018, at Star Fire Station #1 and at Star Fire Station #2.

Comm. Moyle moved to accept the report of the agenda postings and 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 May 10, 2018, as presented, and found them to be consistent with what occurred at those meeting.

Comm. Martin moved to approve the Minutes of the Board Meeting held on May 10, 2018. Comm. Fendley 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. 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 \$466,771.55 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:

2017 Audit Report: Jared Zwygart of Millington Zwygart CPA's presented the 2017 Audit report for consideration. Mr. Zwygart reported that the District's financial records are in order and that the monthly reports being presented by the Treasurer are accurate and can be considered reliable.

Staff Reports:

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

Vice Chairman/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
 - IIIA Insurance - will be changing effective August 1st
 - Budget Committee has been meeting and working on the 2019 budget as well as a five year forecast.
 - Met with Star City Council to discuss implementation of impact fees, they are supportive and would like us to move forward with that process.
 - In the process of working with the architects to get a draft sketch of options for Station 1.
 - Met with a developer of a new development at the corner of Plummer and Floating Feather and asked them to donate 2 acres of open space as a site for a future fire station. They agreed and that is now in the process.
 - Have worked with Bill on the sale of fireworks in Star.
 - Will be closing on the property that surrounds Station 2 later this week.
 - Vacant Vitamin Factory - provided information on the current status of the vitamin factory in Star. It will be auctioned off this month, could be a possibility for housing Station 1, the Maintenance Division and several other possibilities. The cost could possibly be less than what it would cost to remodel or build. Will wait until after the auction and see who ends up owning the building.

- **Prevention:**
 - Continued growth and new interest in commercial and residential
 - 4th of July - Hometown celebration parade will be at 10 a.m., then we will be doing water in the park from 3-5 p.m.

- **Training:**
 - Joint training calendar is working out well

Firefighters Union Representative: President Danny Garringer reported that the annual MDA Fill the Boot raised approximately \$5,000. Will be scheduling the first negotiations meeting for later this month. They also agree to changing to the IIIA health insurance plan.

Recording Secretary/Bookkeeper: Robin Ward had nothing additional to report.

Attorney Report: Attorney Gigray provided an updated report on current items being worked on. His report is attached. All other items are on the agenda.

- Impact Fees - presented a progress chart for reference
- Requested copies of the warranty deed for Station 2, once it is complete.

Committee Reports:

- **Impact Fee Committee:** Commissioners acknowledged that they had received the Impact Fee Report and Capital Improvement Plan that was presented by Galena Consulting and the Impact Fee Committee in 2017.
 - Public Hearing to Adopt Capital Improvement Plan: Chairman Moyle moved to schedule the public hearing for July 12, 2018, at 7:00 p.m. or as soon thereafter, and to approve publication of the hearing. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.
 - Public Hearing for the Fire District to Adopt the Impact Fees: Chairman Moyle moved to schedule the public hearing for July 12, 2018 at 7:00 p.m. or as soon thereafter, and to approve publication of the hearing. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

- **Budget Committee:** As reported by Chief Timinsky earlier, the Budget Committee has been working on the 2019 Budget as well as the 5 year plan and forecast.
- **Negotiations Committee:** The first negotiations meeting was scheduled for June 21, 2018, 3:00 p.m. at Station 2.

Unfinished/Tabled Business Scheduled for the Regular Meeting:

- **Treasure Valley Fire Authority JPA** - Nothing additional to report at this time.
- **Station 2 Property Purchase (Lot Line Adjustment)** - Chief Timinsky reported that they plan to close on the sale this week.
- **ACCESS (Ada County City EMS System) JPA:** Ward reported that this item should be postponed. The final draft of approved changes is not complete. Boise City has some additional requested changes to the agreement. They will provide a new draft of the changes once those are complete.

New Business:

- **District Policy Code Changes:** Attorney Gigray presented proposed resolutions for each of the following items.
 - **Resolutions 2018-152 - Amending Appendix 23.1.2:** Chairman Moyle moved to adopt Resolution 2018-152 Amending Appendix 23.1.2 Specifying that the Permit Application is for the Retail Sale of Non-aerial Common Fireworks. Comm. Martin seconded the motion, motion passed with a unanimous voice vote.
 - **Resolution 2018-153 - Amending Title 23, Chapter 1, Section 5:** Chairman Moyle moved to adopt Resolution 2018-153 Amending Title 23, Chapter 1, Section 5 Adding a New Subsection 2 Providing for Emergency Proceedings for Permit Revocation.
 - **Resolution 2018-150 - Amending Title 12, Chapter 7, Sections 1 and 2:** Chairman Moyle moved to adopt Resolution 2018-150 Amending Title 12, Chapter 7, Sections 1 and 2 Adding the Secretary's Designee as Custodian of District Records in the Secretary's Absence and Changing the Fire Marshall to Fire Code Official. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.
 - **Resolution 2018-151 Authorizing the Chairman to Execute IIIA Participation Agreement:** Comm. Martin moved to adopt Resolution 2018-151 Authorizing the Chairman to Execute the Participation Agreement, Addendum to Agreement and the Joint Powers Agreement and Declaration of Trust with the Idaho Independent Intergovernmental Authority. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.
- **IAFF Local 4716 MOU to Reflect Changes in Health Insurance Appendix B:** Postponed until the July meeting.
- **Consider Approval of the 2017 Audit Report by Millington Zwygart CPA's:** Chairman Moyle moved to accept and approve the 2017 Audit report as presented. Comm. Fendley seconded the motion, motion passed with a unanimous voice vote.

EXECUTIVE SESSION OF THE BOARD OF COMMISSIONERS: It was determined that no executive session was needed at this time.

Announcement of the Next Meeting:

Chairman Moyle announced that the next regular meeting is scheduled for July 12, 2018, at 7:00 p.m. Star City Hall.

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

Regular Meeting adjourned at 9:30 p.m.

Minutes submitted by: _____
Robin Ward, Recording Secretary

Minutes approved by the Board of Commissioners at the July 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