

**MICA KIDD ISLAND FIRE PROTECTION DISTRICT  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
September 25, 2018 6:00 PM**

**PRESENT:**

Commissioner Hanson - dansub1mki@gmail.com  
Commissioner Hauser - gretchensub2mki@frontier.com  
Chairman Mundt - larrysub3mki@aol.com  
Chief Sneve - dsneve@worleyfire.com  
Deputy Chief Maines - bmaines@worleyfire.com  
Carmen Saranto - admin@mkifire.com

**CALL TO ORDER 00:00:05**

Meeting was called to order at 6:01 pm.

**PLEDGE OF ALLEGIANCE 00:00:10**

**PUBLIC COMMENTARY 00:00:23**

None

**APPROVAL OF MINUTES FROM THE PRIOR MEETING (S) 00:00:29**

**Regular Monthly Meeting of August 29, 2018**

CHAIRMAN MUNDT moved to approve the minutes as submitted. COMMISSIONER HANSON 2<sup>nd</sup>.  
**Motion Carried.**

**APPROVAL OF BILLS AND FINANCIAL REPORTS**

**Check Detail 00:01:10**

COMMISSIONER HAUSER asked about the errors for Idaho Independent Bank on the Visa cards; I saw 1 error but not the second one. CARMEN confirmed that there were 2 errors and that both of them had been refunded. When we received our new visa cards in the setup process one of Worley's visa cards was set up with MKI's checking account. Idaho Independent Bank refunded the first one and was correcting the issue but apparently, they didn't get it all fixed because it happened a second time. The updated visa card system is all new to them so they are in the learning process. Idaho Independent Bank assures me that it is fixed now.

CHAIRMAN MUNDT moved to approve the Check Detail as submitted. COMMISSIONER HAUSER 2<sup>nd</sup>. **Motion Carried**

**Budget vs Actual and Balance Sheet 00:04:10**

CHAIRMAN MUNDT stated that after everything we did we're right where we should be. We have much to thank you guys for; straightening up our house. COMMISSIONER HAUSER: And the MOU is offset by full-time wages

CHAIRMAN MUNDT moved to approve the Budget vs Actual and Balance Sheet as submitted. COMMISSIONER HANSON 2<sup>nd</sup>. **Motion Carried**

**CHIEF SNEVE'S REPORT** 00:07:10

See attached

**DEPUTY CHIEF MAINES'S REPORT** 00:11:33

See attached

**OLD BUSINESS** 00:21:38

None

**NEW BUSINESS**

**OPEN HOUSE - CHILI COOK-OFF** 00:21:41

Our annual open house - Chili cookoff is scheduled for Saturday October 6, 2018 from 11 AM to 2 PM.

**CHANGE TRAINING NIGHT - ACTION ITEM** 00:22:35

CHIEF MAINES stated that with us doing more and more joint trainings we are requesting that we change training night from Wednesday to Tuesday matching Worley's. Depending on what we're doing it will determine whether it's at Worley or MKI. COMMISSIONER HAUSER asked if we had talked to the volunteers about it. CHIEF MAINES stated that he hadn't yet but he didn't think it would make much difference as long as they could plan for it. We'll give them at least a month so they can plan.

**CHANGE BOC MEETING NIGHT - ACTION ITEM** 00:24:42

CHIEF SNEVE: We talked about this quite a while ago, as we progress down this path there are going to be times because our BOC meetings are on the same night that we could possibly be late to your meeting if Worley's meeting goes late. It would make it easier if it was on a different night.

CHAIRMAN MUNDT moved to change training nights to Tuesdays and change the BOC meeting night to Wednesday. COMMISSIONER HANSON 2<sup>nd</sup>. **Motion Carried**

**RES 2018-03 SURPLUS LIST - ACTION ITEM** 00:28:10

COMMISSIONER HAUSER: You have the truck on the list but that can't go away for a while. So, are you basically asking to start working on it? CHIEF SNEVE: Tonight, we can declare it surplus and then we can decide how to replace the truck. Any money we receive comes in as general revenue and if we purchase a new vehicle it will go out of Capital Projects.

COMMISSIONER HANSON: Question on some of the hose, is it old and out of date? DEPUTY CHIEF MAINES: More than anything it's old and out of date and not something we would want to use on an apparatus. CHIEF SNEVE: And a lot of the stuff that is sitting outside has sun damage and is rotted.

CHAIRMAN MUNDT: How do we surplus the vehicles? Can we trade them in? CHIEF SNEVE: When you go to bid typically they're not going to take a trade-in. First, we'll remove all the logos and vehicle numbers then we can advertise them for sale.

COMMISSIONER HANSON: Question about the 10 hp generator what is the emergency backup for this facility? DEPUTY CHIEF MAINES: Large diesel generator that was purchased by a grant and shared with Worley Highway.

CHAIRMAN MUNDT moved to approve RES 2018-03 Surplus List. COMMISSIONER HAUSER 2<sup>nd</sup>.  
**Motion Carried**

**PUBLIC INPUT** 00:37:13

None

**COMMISSIONERS COMMENTS AND/OR CORRESPONDENCE** 00:37:17

38<sup>th</sup> Annual Commissioners Conference. CHARIMAN MUNDT: Is anyone interested in going?  
All Commissioners stated they were not.

COMMISSIONER HANSON: Question, FF credit cards, Chad has a credit card. Correct?  
COMMISSIONER HAUSER: Yes, we're talking about taking his credit card and giving it to Chief Sneve.  
COMMISSIONER HANSON: Typically, in the fire service firefighters do not go out and buy stuff. They fill out a requisition that is given to their supervisor and they make that decision. COMMISSIONER HAUSER: That is the direction we're headed.

**ADJOURNMENT** 00:40:55

CHAIRMAN MUNDT moved to adjourn the meeting; COMMISSIONER HANSON 2<sup>nd</sup>. **Motion carried**  
**6:41 P.M.**

Respectfully Submitted,



District Secretary Carmen Saranto

Approved,



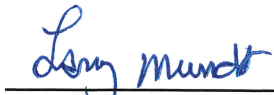
Commissioner Dan Hanson

Approved,



Commissioner Gretchen Hauser

Approved,



Chairman Larry Mundt

## *Management Agreement*

### *Chiefs Report*

#### *September 2018*

- Reviewed draft letter from John Cafferty regarding 4 mile point project 09/04
- Delivered replacement Portable Radio Batteries to Chad 09/05
- Starting working with John Cafferty regarding proposed Station Remodel 09/04
- Delivered misc. supplies to Chad 09/11
- Received notification that MKI did not get selected for FEMA Grant funding 09/12
- Conducted orientation at Worley Station #1 with Brandon Welch 09/20
- Firefighter/EMT Welch started work on 09/24
- Chad Mastin signed updated Firefighter/EMT Job Description 09/24
- Fire Danger lowered to Moderate and open burning with permit's started 09/24
- Signed several Building Permit Apps and C/O's. Performed 2 on-site road inspections

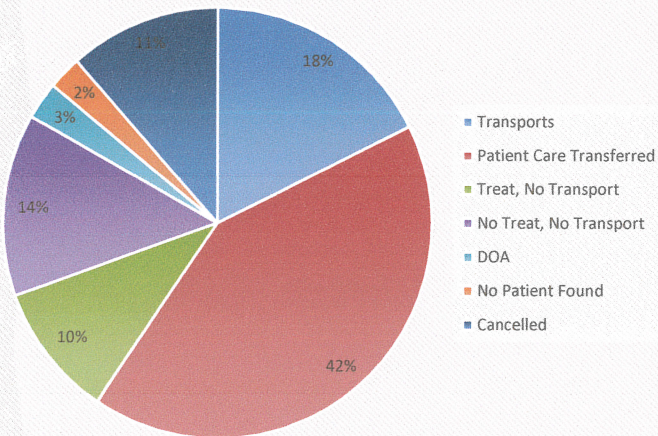
#### **Next Month**

- Attend workshop meeting at Worley Station #1 09/26
- Continue working with John Cafferty regarding Station remodel
- Attend Chile Cook-off/Open House 10/06

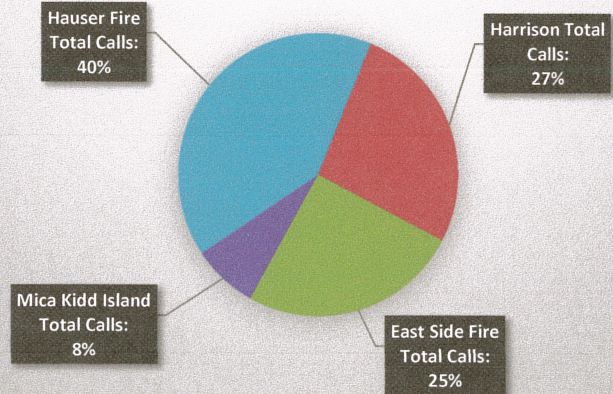
**FY2018 - KCEMSS OUTLYING AGENCY RESPONSE DATA**

Agency	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Year to Date
Harrison Total Calls:	6	5	6	9	7	4	10	10	10	14	14	0	95
East Side Fire Total Calls:	9	8	4	5	8	6	4	10	8	19	10	0	91
Mica Kidd Island Total Calls:	1	3	0	0	0	2	2	4	2	3	10	0	27
Hauser Fire Total Calls:	12	7	16	9	16	12	18	14	11	14	16	0	145
<b>Totals:</b>	<b>28</b>	<b>23</b>	<b>26</b>	<b>23</b>	<b>31</b>	<b>24</b>	<b>34</b>	<b>38</b>	<b>31</b>	<b>50</b>	<b>50</b>	<b>0</b>	<b>358</b>

**Disposition Breakdown**



**FY2018 - CALLS YEAR TO DATE BY AGENCY**



## **MKI Monthly Report**

**September 25, 2018**

**Deputy Chief Bob Maines**

- August and September I have been working with Chad on his Fire Program reports and the software. He is now able to do a report and use and understand the drop down boxes. Also worked on writing the narrative documentation with complete details.
- 9/17 Met with Chad and talked with him about what we expect from him when Brandon starts on next Monday. He was also informed that he would start working a schedule from 8 am to 5 pm no more going home at 4 pm.
- 9/20 Chief and I met with Brandon and went over expectation of the job and what he can expected the first few weeks.
- Starting in October we will be doing two days a week fire trainings with both Chad and Brandon on basics at Worley Training tower. Also will be doing some EMS training with both through the month of October.
- 9/24 Meeting with Chad and Brandon.
  - Made sure Brandon receive a district map book to study.
  - Went over the dates and time for Fire and EMS trainings while they are on shift for the up-coming month.
  - Set a date and time this week to work with Brandon on Fire Programs.
- 9/25 BOC Meeting.
- Volunteer Note: Couple of in-district volunteers are now re-committing to volunteer and respond. (Kelso and Ryan)