

**MICA KIDD ISLAND FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
February 20, 2018 6:00 PM**

PRESENT:

Pro-Tem Lee Toedter - lee.toedter@building7.net
Commissioner Arhutick - marhutick@gmail.com
Commissioner Hauser - gretchensub2mki@frontier.com
Chief Sneve - dsneve@worleyfire.com
Deputy Chief Maines - bmaines@worleyfire.com
Deputy Chief Riske - deputychief@mkifire.com
Chad Mastin - cmastin@mkifire.com
Carmen Saranto - admin@mkifire.com

CALL TO ORDER

Meeting was called to order at 6:00 pm.

PLEDGE OF ALLEGIANCE

TEMPORARY INTERIM SUCCESSOR FOR COMMISSIONER HAUSER – MR LEE TOEDTER SWEAR IN

:39

Lee Toedter took Oath

PUBLIC COMMENTARY 1:24

None

APPROVAL OF MINUTES FROM THE PRIOR MEETING (S) 1:39

Regular Monthly Meeting of November 28, 2017

Approval of minutes was tabled until next meeting

Regular Monthly Meeting of December 19, 2017 1:49

COMMISSIONER ARHUTICK moved to approve the minutes as submitted. COMMISSIONER HAUSER
2nd: **Motion Carried.**

Regular Monthly Meeting of January 23, 2018

Approval of minutes was tabled until next meeting

Regular Monthly Meeting of February 1, 2018

Approval of minutes was tabled until next meeting

APPROVAL OF BILLS AND FINANCIAL REPORTS

CHECK DETAIL 2:20

COMMISSIONER HAUSER asked about Carmen's paycheck, is it really \$5.38. Carmen stated yes, it is because she's contributing to her PERSI Choice account. COMMISSIONER HAUSER asked if Dish Network is a hold account. Carmen stated that the account was on vacation. COMMISSIONER HAUSER asked if they were having meetings at Taco Bell, Cheesesteak and Fightin Creek. Chad stated that Ryan

Lepagnol and I were in Cheney training for our task books; she also asked what you're watching on Video on Demand. DEPUTY CHIEF RISKE stated that they were his personal charges and that Amazon had made an error and would be refunding the districts visa card. Carmen verified that the refund had come through. COMMISSIONER HAUSER asked Carmen what the Idaho.gov was for; she stated it was for the exempt plates on the Durango. I also noticed that you're taking Worley Fire Protection MOU out of Professional Services; did you guys talk about that last time? Carmen stated in the previous meeting Chairman Mundt said we would probably have to transfer some funds out of Capital Projects. Since the MOU is a professional contract I thought the proper place was #6240 Professional Services - Other; we cannot use #6850 Capital Outlay line item to pay for the MOU. Fuel costs, did we check on that? Yes I checked with Worley Highway and the fuel costs are correct.

COMMISSIONER HAUSER moved to approve the February Check Detail Report as submitted.
COMMISSIONER ARHUTICK 2nd: **Motion Carried**

PROFIT AND LOSS BUDGET VS ACTUAL 10:50

COMMISSIONER HAUSER: #6100 Station Expenses changed what was moved? Chief and I cleaned up the line items and something probably was moved to another category.

COMMISSIONER ARHUTICK asked about the Workman's Comp, is this for the whole year?
COMMISSIONER HAUSER stated that it had just had been paid; and Carmen said there might still be a minor adjustment at the end of the year but that should be it.

COMMISSIONER HAUSER inquired about the tires that were just purchased for Devon's car. Yes they were purchased and taken out of Vehicle R&M.

COMMISSIONER ARHUTICK asked if the refund check from Kootenai Electric had been applied to #6100 Station Expenses. Carmen stated according to the auditor we cannot do that it has to be coded as revenue.

BALANCE SHEET 17:50

COMMISSIONER HAUSER inquired about the construction in progress. Carmen stated that was moved to # 1301 Motor Vehicles.

COMMISSIONER HAUSER moved to approve the February Profit and Loss Budget and Balance Sheet as submitted. COMMISSIONER ARHUTICK 2nd: **Motion Carried**

CHIEF SNEVE'S REPORT 19:27

See attached

DEPUTY CHIEF MAINES'S REPORT 23:25

See attached

DEPUTY CHIEF RISKE'S REPORT 35:35

- Fire Fighter 1 class is coming to an end; their final is this Thursday and still testing will be at the end of March.
- 4 calls since our last meeting. Friday, we had a mutual aid structure fire with Worley, Thursday evening we had a dumpster fire, mutual aid canceled MVA with Worley and then a citizen assist.
- Finished our first minimum standards. After reviewing them with Chief Maines we will be sending letters out. I'm learning that numbers of volunteers are great but can also be a detriment.

- MOU work with Worley Fire Chiefs, I've been learning a ton and getting lots of tough love.
- Were also working on ideas for our out of district volunteers; better opportunities to spend some time here at the station possibly working in an eight-hour shift.
- Have been working on the run cards; after talking with Worley Fire Chief's I realize we have more work to do on them.
- Been going over building ideas with Chief Sneve and Chief Maines.
- 4 new permits this month one of them being a site disturbance.
- Commissioner Arhutick asked Devon if he received a lot of good instruction on the mutual aid fire with Worley. Devon stated he was on Chief Sneve's hip the whole time so I probably annoyed him more than anything. Chief Sneve stated they had a good save. It came in as a structure fire; chimney fire.
- Next Tuesday we will be going down to Worley Fire for a live fire training with them.

OLD BUSINESS

- New Building Progress 49:00** Chief Sneve requested we table this until after the workshop. COMMISSIONER HAUSER inquired if we had found out what the variances are, DEPUTY CHIEF RISKE stated that you cannot find out until you submit something for them to look at, then they tell you. Tabled until next meeting.
- SCBA Update 51:00** COMMISSIONER ARHUTICK stated we just have to wait for now. COMMISSIONER HAUSER asked how long would it take? CHIEF SNEVE stated the longer the better. The first round is a computer check, the second round means that you passed through the computer and now you're in the panel review probably the end of July. The last air pack grant we got it carried into the next fiscal.
- Office space 52:06** CHIEF SNEVE propose to Board of commissioners that we give 30-day notice to move out of the office. COMMISSIONER HAUSER stated it had to be 60 days notice according to the MOU. Office arrangement details are still being worked out. COMMISSIONER ARHUTICK stated he personally never thought it was a good idea to rent the office next door. He inquired about a portable structure and DEPUTY CHIEF RISKE stated the request has been submitted and they are searching for it. The request has been written and submitted

COMMISSIONER ARHUTICK moved to approve the termination letter for our MOU with Worley Highway for office space, PRO-TEM COMMISSIONER TOEDTER 2nd the motion:

Discussion:

COMMISSIONER HAUSER stated she still wished to keep her nose in things even though she hasn't made it to the office lately. Carmen assured her they could work something out.

COMMISSIONER AURHUTIC called for roll call vote:

Commissioner Arhutick:	Yes
Commissioner Hauser:	Yes
Pro-Tem Commissioner Toedter:	Yes

Motion Carried.

NEW BUSINESS 1:03

a. KCEMSS - HIPPA Policy 18 - Amend

COMMISSIONER ARHUTICK moved to approve the amended KCEMSS - HIPPA Policy 18 as presented.
COMMISSIONER HAUSER 2nd the motion: **Motion Carried**

PUBLIC INPUT 1:05

None

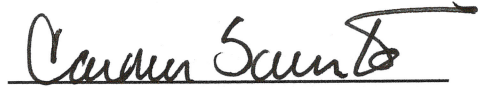
COMMISSIONERS COMMENTS AND/OR CORRESPONDENCE 1:05

COMMISSIONER ARHUTICK stated he probably would not be at the special workshop, he looked at his calendar wrong and would not be in town by 3pm.

ADJOURNMENT 1:06

COMMISSIONER ARHUTICK moved to adjourn the meeting, PRO-TEM COMMISSIONER TOEDTER 2nd the motion: **Motion carried 7:06 P.M.**

Respectfully Submitted,



Exec. Asst. Carmen Saranto

Approved,



Commissioner Gretchen Hauser

Approved,



Commissioner Mike Arhutick

Approved,

Pro-Tem Commissioner Lee Toedter