

**MICA KIDD ISLAND FIRE PROTECTION DISTRICT  
BOARD OF COMMISSIONERS  
SPECIAL MEETING  
August 8, 2017 6:00 PM**

**PRESENT:**

Chairman Mundt - larrysub3mki@aol.com  
Commissioner Arhutick - marhutick@gmail.com  
Commissioner Hauser - gretchensub2mki@frontier.com  
Deputy Chief Riske - deputychief@mkifire.com  
Carmen Saranto – admin@mkifire.com

**CALL TO ORDER**

CHAIRMAN MUNDT called the meeting to order at 6:00 P.M.

**PLEDGE OF ALLIGIANCE**

**APPROVAL OF MINUTES FROM THE PRIOR MEETING (s) :15**

Special Meeting of July 31, 2017.

There was discussion on the wording of Chairman Mundt's amended motion concerning medical benefits. Carmen stated that employees have medical, dental and vision. Blue Cross requires adults to have medical and vision, children may have medical only. The minutes reflect what was said in the meeting. Any correction to the wording/intent of the motion will need to be addressed at a future meeting.

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

**DEPUTY CHIEF REPORT 7:30**

DEPUTY CHIEF RISKE reported on the Settlers Creek fire last Tuesday. He received a thank you form Dan Ryan, Deputy Fire Chief of KCFR. He stated it was awesome how all agencies came together and were able to accomplish their goal. MKI volunteers were split on site between the barn structure fire and what wound up being a 30 acre wildland fire. MKI and IDL worked together on the wildland. We responded with two tenders and two brush trucks. Great praise for our assistance. MKI provided the most wildland support. He worked the structure fire and dumped 10 loads of water. Seven volunteers from MKI were on site and two were on standby at the station. CHAIRMAN MUNDT asked how the new truck performed. DEPUTY CHIEF RISKE stated there were some minor issues needing to be addressed: a 45 degree elbow needed a tray on the side for supplies, a gauge to know how much water remains in tank. CHAIRMAN MUNDT suggested a front spray nozzle.

**MCNEIL/INLAND INSURANCE – VEHICLE INSURANCE - DISCUSSING 12:02**

Carmen stated we have \$10,000 for medical, \$1 million for liability and \$2 million umbrella. We are covered if a non-volunteer is in the vehicle being transported. They strongly suggested a policy stating no unattended non volunteers in vehicle or while responding to calls. This needs to be put on agenda for next meeting.

**DEPUTY CHIEF'S JOB DESCRIPTION - APPROVE 17:30**

COMMISSIONER HAUSER stated the job description still needs some work to eliminate redundancy and have consistent formatting. This item has been tabled.

**FIREFIGHTER JOB DESCRIPTION-APPROVE 19:05**

As with the Deputy Chief Job Description, the Firefighter Job Description needs some work as well and has been tabled. The description will generally be what is in the document. No major changes just eliminating redundancy and make it clearer.

**EMPLOYMENT LETTERS – DEPUTY CHIEF & FIREFIGHTER 22:27**

**FIREFIGHTER:**

Benefits will include medical for employee, medical and vision for spouse, medical for dependents, cell phone, PERSI, sick and vacation leave, normal reimbursable expenses per MKI policy, \$18.00 per hour,

effective September 5, 2017. DEPUTY CHIEF RISKE would like to see the title changed to Lieutenant due to the leadership role he will be taking on and the title would give more weight. CHAIRMAN MUNDT felt the Task Book should be followed in moving up in the ranks. DEPUTY CHIEF RISKE stated since the position would have on call time that it should include a vehicle. It was decided that a vehicle would not be included as a benefit. As Deputy Chief he could assign vehicles as he felt appropriate to serve the district as has been done in the past. COMMISSIONER HAUSER moved to hire Chad Mastin as a firefighter and have him sign the employment letter. CHAIRMAN MUNDT 2<sup>nd</sup>: **Motion Carried**. Chad addressed the Board as to his excitement to work for the district and his qualifications. He has been working very hard to get trained and will work to attain the additional qualifications now required for the Lieutenant title. The letter was signed by all parties.

**DEPUTY CHIEF: 41:19**

There was discussion on exempt or not exempt status. Per Mr. Cafferty he is not exempt. CHAIRMAN MUNDT moved to change Deputy Chief Riske's employment letter to reflect medical benefits. He will receive medical, vision and dental, spouse will receive medical, vision and dependents will receive medical. COMMISSIONER HAUSER 2<sup>nd</sup>: **Motion Carried**

**BUDGET WORKSHOP – FINALIZE FOR PUBLISHING 44:06**

There was much discussion and adjustments to various line items in the proposed budget. We are at 65% of our budget with two months left. We have a potential \$50,000 carry over that will go to savings.

1:19:30 ARHUTICK moved to publish the agreed upon Proposed 2018 Budget in the amount of \$568,074. COMMISSIONER HAUSER 2<sup>nd</sup>: **Motion Carried**

**EXECUTIVE SESSION**

There was no Executive Session

**TAKE ACTION ON EXECUTIVE SESSION**

No Action: No Executive Session held.

**ADJOURNMENT 1:20:30**

CHAIRMAN MUNDT moved to adjourn the meeting, COMMISSIONER HAUSER 2<sup>nd</sup> the motion: Meeting adjourned at 7:20 P.M. **Motion Carried**

Respectfully Submitted,

  
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Nancy King

Approved,

  
\_\_\_\_\_  
Commissioner Mike Arhutick

Approved,

  
\_\_\_\_\_  
Commissioner Gretchen Hauser

Approved,

  
\_\_\_\_\_  
Commissioner Larry Mundt