

**MICA KIDD ISLAND FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS REGULAR MEETING
October 24, 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
Chad Mastin - cmastin@mkifire.com
Carmen Saranto - admin@mkifire.com

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTARY :24

None

BUDGET HEARING :31

The purpose of the public hearing is to gather public comments on the Mica Kidd Island Fire Protection District's 2016-2017 proposed revised budget. There were minor changes in a few categories. There was no change in the bottom line of the budget.

CHAIRMAN MUNDT moved to approve the 2016-2017 REVISED BUDGET as submitted.

COMMISSIONER HAUSER 2nd: **Motion Carried.**

CHAIRMAN MUNDT moved to adjourn the Budget Hearing. COMMISSIONER HAUSER 2nd: **Motion Carried.**

APPROVAL OF MINUTES FROM THE PRIOR MEETING (S) 6:00

Regular Monthly Meeting of September 26, 2017 CHAIRMAN MUNDT moved to approve the minutes as submitted. COMMISSIONER HAUSER 2nd: **Motion Carried.**

APPROVAL OF BILLS AND FINANCIAL REPORTS 6:57

CHECK DETAIL

CHAIRMAN MUNDT moved to approve the Check Detail Report through September 30, 2017.

COMMISSIONER HAUSER 2nd: **Motion Carried**

COMMISSIONER HAUSER moved to approve the Check Detail Report October 1-20, 2017. CHAIRMAN MUNDT 2nd: **Motion Carried**

BALANCE SHEET 9:47

CHAIRMAN MUNDT moved to approve the Balance Sheets through September 30, 2017 and from October 1-20, 2017 as submitted. COMMISSIONER HAUSER 2nd: **Motion Carried**

PROFIT AND LOSS BUDGET VERSUS ACTUAL 11:11

CHAIRMAN MUNDT stated \$68,000 was carried over.

CHAIRMAN MUNDT moved to approve the Profit and Loss Budget versus Actual through September 30, 2017 as submitted. COMMISSIONER ARHUTICK 2nd: **Motion Carried**

CHAIRMAN MUNDT moved to approve the Profit and Loss Budget versus Actual through October 1-20, 2017 as submitted. COMMISSIONER HAUSER 2nd: **Motion Carried**

DEPUTY CHIEF'S REPORT 16:12

- a. 91 calls for the year. Two fatalities in the last week near mile post 425. Kudos to Chad's actions as they were responding to another call.

- b. Boats: Fireboat 290 is out of the water for the season. Will be stripped, winterized and cleaned up. David Northrop will be donating shrink wrap. 291 is out of the water. Plumbing was redone. New seals, drain valve, and repainted.
- c. Trees are down, everything removed, stumps ground and area cleaned up. Dawson, Ismo, and Jeff Welch volunteered. Cans were moved with help of Worley Highway. Parked trailers and boat in between them. Came in under budget. In consideration of neighbors, Deputy Chief Riske is looking into fencing to go on the west and north property lines. Estimate was 2053.80. Will add to New Business at next meeting.
- d. Purchased jackets from Costco. Burnett's will be doing embroidery. Cost came to \$51 per jacket total (including embroidery) which was less than others priced out at \$69 for jacket only. New hats are in.
- e. Rear chevron and MKI decaling was installed on the new Durango, vehicle number 297.
- f. Sharpened and reorganized saws and put back on rigs.
- g. New sign on front of the building.
- h. 291 has been out of the water. Replaced plumbing so there is no more rubberized parts so they won't fail. Put in correct piping, added drain valve. Ismo did a lot of rehab and painting.
- i. Replaced broken pipe on 222 that had rusted through at coupling.
- j. Rescue 281 was taken to Parker Ford for repair. He will be disputing the bill. 2 new batteries and EGR valve was replaced which is a warranty item that they charge \$428.74. The vehicle then sat for 12 days then they say we were using a high sulfur diesel and then said there was gas in the tank. The problem is still not resolved. Ford has not respected the urgency in getting an emergency vehicle turned around. Deputy Chief Riske would like to take the vehicle to Joe Andrews and get his opinion and will contact Ford to resolve charges.
- k. Open House was great. Best turnout. Nine pots of chili. A lot of positive comments received. Someone didn't realize there was a fire station here. Volunteers raised \$980 for cancer research.

OLD BUSINESS

- a. **New Building 38:33** DEPUTY CHIEF RISKE updated the Board. Nothing new. Just found out where property corners are. Ken Butcher who is looking into county requirements and was waiting on the survey.
- b. **Land Survey of MKI Property 39:00** –DEPUTY CHIEF RISKE stated the survey is completed and should be receiving the documents next week. Presented a slide show of pics of the property line. The actual line runs west of the fence approximately 6 feet at the north end and approximately 35' at the south end of the line. DEPUTY CHIEF RISKE will talk to neighbor concerning the survey and installation of a fence. Ken Butcher has been waiting on the survey to contact the county concerning a variance.
- c. **SCBA's – Grant. 48:02** DEPUTY CHIEF RISKE stated there are no workshops or applications at this time.
- d. **Deputy Chief's Job Description 48:30** A proposed Deputy Chief Job Description was provided to the board. CHAIRMAN MUNDT moved to approve the job description as presented. COMMISSIONER ARHUTICK 2nd. **Motion Carried**

NEW BUSINESS

- a. **Resolution 2017-04 - Amending the Adopted Operating Budget 50:46** Resolution 2017-04 is to adjust the 2017 budget to what was actually spent. CHAIRMAN MUNDT moved to adopt the Resolution 2017 -04 as presented. COMMISSIONER ARHUICK 2ND: **Motion Carried.**
- b. **Resolution 2017-05 - Surplus Equipment off T262 52:17** DEPUTY CHIEF RISKE would like to surplus the winch and 5th wheel from the surplus truck we picked up and release to Worley Highway District. Value is based on scrap metal price. CHAIRMAN MUNDT moved to adopt Resolution 2017-05. COMMISSIONER HAUSER 2ND: **Motion Carried.**
- c. **Chief's Position Inquiry 54:15** Aaron Porter, a finalist candidate for the Chief position, sent a letter stating his continued interest in the position. The Board stated they were satisfied with the current staffing. Nancy will generate a letter for CHAIRMAN MUNDT to sign in response to his inquiry.
- d. **Blue Cross of Idaho Renew 1/18/18 58:18.** Carmen stated rates will be decreasing by approximately \$100 per month effective January 1, 2018.
- e. **Health Insurance for Commissioners 1:00:12** COMMISSIONER HAUSER would like to explore the cost of adding her to the current MKIFPD group policy. She would pay the premium herself. She

spoke to John Cafferty who stated it is perfectly fine and legal. CHAIRMAN MUNDT stated he would be interested in seeing what coverage and cost would be for him as well. Carmen stated they can be added in open enrollment. She will confirm the date. She checked with the auditor and he told her how to account for it. COMMISSIONER ARHUTICK moved to allow any sitting commissioners name to be included on the MKI health insurance with their premium paid by said commissioner.

CHAIRMAN MUNDT 2ND: **Motion Carried.**

- f. **Policy 211 Chain of Command 1:06:30** Carmen requested the policy be reviewed for inconsistencies between the chain of command, job descriptions and employment letter prior to the audit. It was decided to revise the employment letter to reflect the chain of command.
- g. **Passenger Policy 1:15:26** A proposed Passenger Policy was provided to the board for their consideration. Concern was for kids in the vehicles. He received the verbiage from Glen Potter. It was recommended to change the policy to apply to all personnel and to change that it applies to all employees/volunteers. CHAIRMAN MUNDT moved to approve the Passenger Policy as amended. COMMISSIONER HAUSER 2ND: **Motion Carried.**
- h. **Minimum Standards Policy 1:18:18** DEPUTY CHIEF RISKE provided the Board with a proposed Minimum Standards Policy for their consideration. The proposal establishes that volunteers must attend 50% of the trainings and respond to 50% of the calls. 50% of calls come to approximately 5 calls per month. There will be consideration for volunteer work schedules and seasonal volunteers. Any exception will be handled on a case by case basis. DEPUTY CHIEF RISKE hopes this will increase communication. Much discussion ensued. DEPUTY CHIEF RISKE stated he has 10 volunteers that have not been active in the last six months to a year that have equipment that could be used for new volunteers. CHAIRMAN MUNDT stated that was the purpose of a cost benefit analysis. CHAD discussed the 10-80-10 rule which breaks down to the lower 10% are the naysayers that don't show up. 80% are the main body. The remaining upper 10% are the go getters that go the extra mile. Management spends time dealing with the bottom 10% when they should let them go and spend their time building the 80% into the upper 20%. The Board felt a 35% Policy and 'members' need to be changed to 'volunteers'. COMMISSIONER ARHUTICK would like to see ten sets of turnouts returned. CHAIRMAN MUNDT moved to approve the Minimum Standards Policy as amended. COMMISSIONER HAUSER 2ND. DEPUTY CHIEF RISKE brought up COMMISSIONER HAUSER wanting to change the job title on the Firefighter job description due to the higher response requirement of 80% for the paid firefighter. COMMISSIONER HAUSER moved in the effort to clarify the minimum standards policy for the volunteers and for the paid firefighter we change his job description from firefighter to paid firefighter. CHAIRMAN MUNDT called for a point of order as he had a motion on the table needing a vote. It was decided to add the Firefighter job description to next month's agenda. Vote was taken. **Motion Carried.**
- i. **Garage Door Service 1:45:16** CHAD stated the garage door is in need of servicing. Weather seals need to be replaced. Service and seals would run approximately \$2000. He would like to have an extra set of springs on hand. He also stated the window frames are cracked and need to be replaced. CHAIRMAN MUNDT moved to approve Silver Valley Doors service the doors and parts not to exceed \$3000. COMMISSIONER HAUSER 2ND: **Motion Carried.**
- j. **Bay Lights 1:48:49** CHAD stated the lighting in bays 1 and 2 is poor. They are currently using old style bulbs that are continually being replaced as well as the ballasts. He provided the board with 2 options. He would like to purchase 6 new fixtures and 24 bulbs, which he could install himself. COMMISSIONER ARHUTICK moved to authorized the purchase of 6 T5 fixtures and T5 LED bulbs not to exceed \$1200. CHAIRMAN MUNDT 2ND: **Motion Carried.**
- k. **MKI Signage 1:54:37** DEPUTY CHIEF RISKE would like to update the sign in front of the station. There is a piece of metal on hand that can be used. It would include MKIFPD and Worley Highway. He estimates approximately \$586. CHAIRMAN MUNDT moved to approve \$600 for signage improvements. COMMISSIONER ARHUTICK 2ND: **Motion Carried.**

EXECUTIVE SESSION: 1:56:17 COMMISSIONER MUNDT moved to go into Executive Session for: Discussion of personnel Pursuant to the Provisions of Idaho Code 74-206, subsection (1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. COMMISSIONER HAUSER 2ND. **Motion Carried.**

COMMISSIONER MUNDT called for roll call vote:

Commissioner Mundt: Yes
Commissioner Hauser: Yes
Commissioner Arhutick: Yes

Entered Executive Section at 7:57

End of Audio file: Oct 24, 2017-1.MP3

Deputy Chief Riske entered Executive Session at 8:10

Deputy Chief Riske exited Executive Session at 8:26

Chad Mastin entered Executive Session at 8:26

Chad Mastin exited Executive Session at 8:38

Carman Saranto entered Executive Session at 8:38

Carman Saranto exited Executive Session at 8:56

Returned from Executive Session at 8:56

Start of Audio file: Oct 24, 2017-2.MP3

CHAIRMAN MUNDT moved to return from Executive Session. COMMISSIONER ARHUTICK 2nd. **Motion Carried.**

COMMISSIONER MUNDT called for roll call vote:

Commissioner Mundt: Yes
Commissioner Hauser: Yes
Commissioner Arhutick: Yes

TAKE ACTION ON EXECUTIVE SESSION :38

None

PUBLIC INPUT

None

COMMISSIONERS COMMENTS AND/OR CORRESPONDENCE :50

Thank you from Happy Family.

CHAIRMAN MUNDT is unopposed for election and will therefore be Commissioner for 4 more years.

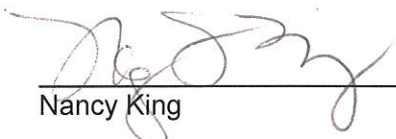
ADJOURNMENT 1:55

CHAIRMAN MUNDT moved to adjourn. COMMISSIONER ARHUTICK 2nd: **Motion Carried.**

Meeting adjourned at 8:11 pm.

Respectfully Submitted,

Approved,



Nancy King



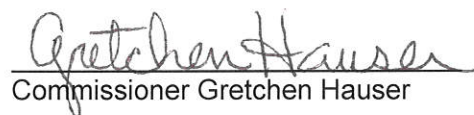
Commissioner Larry Mundt

Approved,

Approved,



Commissioner Mike Arhutick



Commissioner Gretchen Hauser