

**MICA KIDD ISLAND FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS REGULAR MEETING
February 23, 2016 6:00 PM**

PRESENT:

Commissioner Arhutick - marhutick@gmail.com
Commissioner Hauser - gretchensub2mki@frontier.com
Chief Blubaum – chief@mkifire.com
Treasurer Swendig – treasurer@mkifire.com
Admin Asst. Saranto – admin@mkifire.com
Pro-Tiem Toedter

CALL TO ORDER

Commissioner Hauser called the meeting to order at 6:00 P.M.

PLEDGE OF ALLEGIANCE

Commissioner Hauser performed the oath of office for Lee Toedter Temporary Interim Successor for Chairman Mundt for Sub-District 3.

PUBLIC COMMENTARY

None

MINUTES OF PREVIOUS MEETING

Pro-Tiem Toedter moved to approve December 15, 2015 minutes, Commissioner Arhutick 2nd the motion: **Motion Carried**

Pro-Tiem Toedter moved to approve January 26, 2016 minutes, Commissioner Arhutick 2nd the motion: **Motion Carried**

Pro-Tiem Toedter moved to approve Special Meeting January 29, 2016 minutes, Commissioner Hauser 2nd the motion: **Motion Carried**

TREASURER'S REPORT

Treasurer Swendig provided bills and financial reports. Commissioner Hauser inquired about Time Warner's check amount, what does this cover. Chief Blubaum stated that it covered internet and three phone lines. This is the usual monthly amount.

Commissioner Hauser moved to pay the bills. Pro-Tiem Toedter 2nd the motion: **Motion Carried**

Commissioner Hauser moved to approve the Balance Sheet. Pro-Tiem Toedter 2nd the motion: **Motion Carried**

Commissioner Hauser moved to approve the Profit & Loss Budget vs. Actual. Pro-Tiem Toedter 2nd the motion: **Motion Carried**

Commissioner Hauser thanked Ms. Saranto for the GL number list and the vehicle list.

CHIEF'S REPORT

Chief Blubaum: I sent out my reports, hopefully everyone received them. I received a non-delivery message for Commissioner Mundt's e-mail. We are in the set up process with a new computer company DAL Computers. It seems the e-mails are a little delayed but going through eventually.

OLD BUSINESS

- a. Fleet/Tender Chassis/Tank: Chief Blubaum stated we did go out to sole source for the tender chassis and did not receive any challenges so we have purchased the Idaho Federal Surplus Property #16-014-0316-53-001 1992 M916A1. We published in the CDA Press on Feb 1st and Feb 8th. Go ahead and pay for it.

Brief discussion took place on the best shipping method. Pro-Tiem Toedter moved to authorize the Chief to spend up to \$2,500.00 on shipping. Commissioner Arhutick 2nd the motion: **Motion Carried**

Tank:

1st option has been sold

2nd option no answer

3rd option Texas Correction Industries for a new 2000 gallon stainless steel tank with a mild steel painted sub frame. This is a baffled elliptical tank with an 11" dump gate at the rear, located in Huntsville Texas. \$14,581, freight included to CDA, 25 weeks until delivery

4th option Pavement Technologies International Corp. for a 2000 gallon painted stainless steel tank with a mild steel painted sub frame. This is a baffled elliptical tank with full-length fenders for \$23,700

5th option Shier Corporation for a new 2000-gallon stainless steel tank with stainless sub frame no fenders. This is a baffled round tank. There is a square rear discharge to adapt a quick dump valve. Tank manufacturer is in Oklahoma. Quoted price is \$19,800, freight included to CDA, 10-12 weeks until delivery.

6th option Spokane Industries builds stainless steel truck tanks, they indicated they would not be bidding,

7th option Arts Truck and Equipment indicated they would send a quote for a 2000 or 2500 gallon mild steel tank painted grey. These are square tanks with anti-corrosion coating on the tank interior, in stock in Texas. Estimated life span 10 years. We would need to add an 11" dump gate at the rear of the tank. Quoted price is \$10,900, freight included to CDA. 1 week until delivery.

Chief Blubaum's concerns are 3, 5 and 7 options say they have baffles, but baffled for a water truck is different than baffled for fire apparatus, hence the reason 4th option cost so much.

Pro-Tiem Toedter: Do we have clear specifications, and do we have a meeting of the minds with these vendors? Do we have bid specs for a water tender?

Commissioner Arhutick: This tank has to meet NFPA standards period. It has to have the longitude baffles in it. None of the other options has baffles. If you have a partial load, it changes everything. I would like to see us get a quote from Ground Force.

Pro-Tiem Toedter: Is there any way to verify with Arts Trucking Equipment that their tank would conform? Could we make a phone call or send an email asking what they are prepared to provide. I do not see us as commissioner's in a position to make a procurement decision tonight.

Commissioner Hauser: Requested a motion be made to get a bid and then we will have a

special meeting after Chairman Mundt gets back.

Commissioner Arhutick moved to acquire a bid from Ground Force Industries. Pro-Tiem Toedter 2nd the motion: **Motion Carried**

Jim King: An option for replacing baffles in a tank might be baffle balls. Chief Blubaum stated that baffle balls do not meet NFPA 1901 Standards.

Jim Wilson: With our bid limits, would it be beneficial to put it out to bid? We are going to be over the \$25,000 bid limit.

Pro-Tiem Toedter: We need to get a spec for a tank, I am trying to keep us out of brand name or equal. I move that the District put out a performance specification to Industry meeting 1901 standards and call for bids within 2 weeks or a reasonable time.

Commissioner Arhutick: I withdraw my motion to get a bid from Ground Force Industries.

Bill Turner: Are you aware that the vehicle might have electrical problems? The dash is torn up. In the January meeting, you offered to go down and see it. If we are getting a piece of junk it is going to take us months before you can even get a tank on it.

Chief Blubaum: Right now, we have purchased a chassis I would like to see it delivered here and have a mechanic do an inspection; it has been sitting since 2014. Get it up here and use that chassis for your performance specs.

Commissioner Arhutick: Thinks it is going to cost about \$5,000-8,000 to get the interior of the cab fixed.

Pro-Tiem Toedter: I move that we put together a performance specification that will conform tank and chassis and put it out for bids. Commissioner Arhutick 2nd the motion: **Motion Carried**

Chief's recommendation would be to get the truck in hand, use that as part of the performance, and move forward. It would be 30-40 days for the bid process.

- b. Commissioner Hauser move that we get weekly Chief's status reports. I would like them to include any changes in volunteer status. Commissioner Arhutick 2nd the motion: **Motion Carried**
- c. At the last meeting we had a recommendation to go out to RFQ for an attorney. In the meantime, we had a special meeting to get a lawyer for 90 days. Fire Departments do not do RFQ's anymore, the Board would need to select 2-3 Attorney's or Law Firms and go through the interview process. Chief Blubaum asked the Board if they wanted him to line up some attorneys for interviewing. Commissioner Hauser received and signed the attorney engagement letter for 90 days. After a brief discussion, the Board agreed to wait the 90 days and then make a decision.

NEW BUSINESS

- a. Chief Blubaum stated that Idaho Independent Bank would not allow us to have two Treasurers. Nan Swendig is our contractual Treasurer and at the January 11, 2016 BOC meeting you elected Commissioner Hauser as Secretary/Treasurer. Commissioner Arhutick moved to have Nan Swendig be the MKI Fire District Contractual Treasurer and Commissioner Hauser be the Secretary. Pro-Tiem Toedter 2nd the motion: **Motion Carried**

- b. Chief Blubaum requested a Special Meeting Workshop with John Cafferty, Attorney so that we are not individually asking the same questions. Chief will scheduled a time and send you an email.
- c. After reviewing the Spokane/Kootenai County Mutual Aid Agreement Pro-Tiem Toedter does not see anything stating if there is a dispute where would it be resolved in Washington or Idaho. Chief: If we need mutual aid, I will call for it and we will cover our costs. Commissioner Hauser asked if Chief had a lawyer look at it. He stated no. Pro-Tiem suggested we have someone look at it. Commissioner Hauser; since we received it so late I would like more time to review it. Put it on next month's agenda.
- d. Commissioner Hauser would like to know how much time was invested on Mike Dawson's public records request. Chief Blubaum and Admin Saranto spent about 12 hours each. Commissioner Hauser moved that in the future we charge for public records requests according to our Res 2014-01. Commissioner Arhutick 2nd the motion: **Motion Carried**

Commissioner Hauser asked the Chief why he sent out information marked confidential and then it became a part of Mike Dawson's public records request. Chief stated that Mike being a volunteer already had the information. We should get our attorneys opinion.

- e. Commissioner Hauser would like to make it clear, that there was some discussion about who's agenda it is. Per the attorney, it is the Commissioners agenda and the Chief can add to it. We are going to work toward making the agenda more detailed. Admin Saranto has been working on getting the web site up and running; she will post the agenda and supporting documents on it. Commissioner Hauser has made several requests to email the BOC Meeting information to the community. After consulting with our attorney this is the answer she received. 2/22/16 John Cafferty to Commissioner Hauser (on my answering machine)
"In answer to your question 'how do you email out to people who want copies of your agenda?'

I would say bring it up at your next meeting and just discuss it. It is not really an action item. I did confer with the county, they just have people call and ask to get on the mailing list and they email it, when the agenda's ready it just gets sent out to lots of people who ask for it.

The chief would be right in the sense that if they want a "COPY" of it, they would have to make a public records request but as a courtesy, you can direct staff to email anybody who wants a copy. You do not have to charge. Besides that, you probably would not charge because it is going to take about 3 seconds to do it. So they would just get on an email list that the district commissioners could direct staff to create, it's kind of just an administrative function and a way to get... push information out to the public." (Me) "Which is all we've ever wanted?" Let's start an email list for the community.

Commissioner Arhutick: Doesn't the final agenda have to be approved by the president? Chief answered yes. Chief requested that when you have information to get out for the meetings send it to Carmen and have her email it out. Chief also suggested that maybe we should be putting all information for the BOC meetings in a binder that the Commissioners would then pick up on the Wednesday before the meeting.

Commissioner Hauser asked if we sent the agenda to the lawyer. No, we did not. She stated that John Cafferty would review the agenda and minutes for no charge. Add John Cafferty to the email list.

- f. Commissioner Hauser express that even though it is costing with lawyer fees she wants to get things right.

PUBLIC INPUT

Randy Opp: Concerned that since the Chief is emailing his reports to the commissioners he is not giving a report at the BOC meetings and the public is not hearing about what is going on with him. Could Chief do a monthly report for the community? Commissioner Arhutick thinks we should keep things the way they are for now and then when the web site is up we could post it.

Jim Wilson: January 29, 2016 minutes said you moved to pursue the RFQ for a lawyer. Since you are not going to should you amend the minutes? Chief would like to put the RFQ on hold for the 90-day period that we have a lawyer.

Pro-Tiem Toedter moved to discontinue the RFQ process with respect to attorney selection. Commissioner Hauser 2nd the motion: **Motion Carried**

EXECUTIVE SESSION

Commissioner Hauser moved to go into Executive Session to discuss personnel Pursuant to the Provisions of Idaho Code 74-206, subsection (1) (b). Commissioner Arhutick 2nd motion: **Motion Carried.**

Roll call vote:

Pro-Tiem Toedter: Aye
Commissioner Arhutick: Aye
Commissioner Hauser: Aye
Commissioners adjourned to Executive session at 7:51 p.m.

Commissioners requested Chief's presence into Executive Session at 8:25

Commissioner Hauser moved to end the Executive session and return to the regular session, Commissioner Arhutick 2nd the motion: **Motion Carried**

Roll call vote:

Pro-Tiem Toedter: Aye
Commissioner Arhutick: Aye
Commissioner Hauser: Aye
Chief Blubaum: Aye

Commissioners returned to regular session at 8:44 p.m.

COMMISSIONERS COMMENTS AND/OR CORRESPONDENCE

Commissioner Hauser thanked the staff for all the work on the audit; we had such a nice report. She also stated her alternates would be Jim Wilson and Randy Opp. Chief thanked Lee Toedter for joining our meeting tonight.

MOTION TO ADJOURN

Pro-Tiem Toedter moved to adjourn the meeting, Commissioner Arhutick 2nd the motion. **Motion carried 08:45 P.M.**

Respectfully Submitted,


Administrative Assistant Saranto

Approved,

Pro-Tiem Lee Toedter

Approved,


Commissioner Mike Arhutick

Approved,


Commissioner Gretchen Hauser