

**MICA KIDD ISLAND FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING
August 29, 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
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 00:00:30

None

BUDGET HEARING 00:00:34

COMMISSIONER HANSON inquired about line item changes to the budget since the workshop, CARMEN stated there was \$604.00 more in property taxes and that was offset with part-time wages.

COMMISSIONER HAUSER: Remind me what General Revenue is again. CARMEN: State Sales Tax, Ag Replacement, Inspection Fees, Late Charges. COMMISSIONER HAUSER: Requested a description of these accounts; what goes into them.

A brief discussion took place on the grant we have applied for and why we didn't include that in the budget. CHIEF SNEVE stated that when you put money into your grant line item that it inflates your budget; in case you don't get it.

COMMISSIONER HAUSER asked about the dues and subscription line item, will this be decreasing? CARMEN stated that we have canceled all the extras and this is all our basic dues and subscriptions. COMMISSIONER HAUSER asked about the medical insurance with the new hire did we adjust that amount? CARMEN stated that she took Chad's current premium and doubled it in case the new hire has a family. COMMISSIONER HAUSER: Why is Worker's Comp. at 165%? CARMEN stated that's because of our audit from the previous year. We had to pay more because we had more people on the roster than previously.

COMMISSIONER HAUSER: Full-time wages can they use some of their extra time as flextime? JOHN CAFFERTY: Yes, they could but who's going to cover for them, when you only have one - two people it makes it difficult to use flextime and you don't want then banking it.

CHAIRMAN MUNDT moved to approve the 2018 - 2019 Budget as submitted. COMMISSIONER HANSON 2nd. **Motion Carried.**

APPROVAL OF MINUTES FROM THE PRIOR MEETING (S) 00:28:05

Regular Monthly Meeting of July 30, 2018

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

APPROVAL OF BILLS AND FINANCIAL REPORTS

Check Detail 00:01:22

COMMISSIONER HANSON inquired about the Costco membership for \$180.00, is that a corporate membership? Is there an advantage to having that? CARMEN stated she thought it was an executive membership and that we do get a rebate from it.

COMMISSIONER HAUSER asked why on the payroll report was Nick and Tyler's wages different? One is 132.98 and the other is 131.98. Why the difference? CARMEN: Since Tyler is a single guy he had to pay \$1.00 for Idaho state tax. COMMISSIONER HAUSER: Another question. Who had their car washed in Rockford? CARMEN stated that it was carwash soap.

CHAIRMAN MUNDT moved to approve the Check Detail as submitted. COMMISSIONER HANSON 2nd. **Motion Carried**

Budget vs Actual and Balance Sheet 00:32:30

COMMISSIONER HAUSER: Didn't we spend any money on the computer when we moved? CARMEN stated that Worley Fire has a contract with Mick for computer services. Since Worley Fire is managing MKI Fire he fixed the computers for no extra charge under the contract.

COMMISSIONER HANSON inquired why on the 1301 account there was an increase from the previous year? Did we buy some apparatus? CARMEN stated that we built a tender and during that process it was in 1300 account construction in progress and once it was completed and put in service it transferred to 1301 account.

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

CHIEF SNEVE'S REPORT 00:35:35

See attached

DEPUTY CHIEF MAINES'S REPORT 00:40:39

None

OLD BUSINESS

STATION REMODEL - ACTION ITEM 00:40:40

CHIEF SNEVE: I contacted Blew's Construction (the company that built Worley Fire station) and they recommended an architect that they work with. I met with him up at MKI and went over some options so that he would be able to give us an idea of the cost for a remodel/add on to this building. The construction would be stick frame. We would probably have to do it in phases. 1st phase would be this add on/remodel and the 2nd phase would be admin offices and meeting room add on to the end of the building. CHAIRMAN MUNDT: I for one am sorry this has languished as long as it has, we have put money in capital projects to start moving on things. I think we need to start doing something because doing more of nothing is not benefiting anybody.

MR. CAFFERTY stated there were guidelines that we would have to follow to obtain an architect. We would have to publish a Request for Qualifications to choose an architect or engineer. COMMISSIONER HANSON: In Idaho can we craft the RFQ pretty much to specify 2 or 3 companies

based on, they've done this in the past? MR. CAFFERTY: Yes, I can get you a basic RFQ format; there is also a company in Boise that can help you. They will send someone out to sit on your panel to help you score if you wish.

CHAIRMAN MUNDT moved to proceed with the remodel/add on building project. COMMISSIONER HAUSER 2nd. **Motion Carried**

FOUR MILE POINT COMMON DRIVEWAY 00:54:00

CHIEF SNEVE met with Verdis the engineers and the landowners down at Worley station. We came to a common ground on the driveway; we met in the middle. Paperwork is signed and done and should be recorded at Kootenai County. COMMISSIONER HAUSER: Can I ask more specifically what the outcome was? CHIEF SNEVE: We put restrictions on the property that will transfer to the deed. If these people sell the property it can't be for commercial use, it can't be developed with multiple homes.

UPDATE ON FIREFIGHTER / EMT NEW HIRE 00:56:50

CHIEF SNEVE stated that he has given Brandon Welch a conditional offer for employment. He went in Monday for his NFPA physical and we hope to have the results back by the end of the week. Once we have confirmation on his physical we'll get his uniform ordered. Since he is a volunteer he already has his PPE's.

NEW BUSINESS

BUDGET RESOLUTUION 2018-02 - ACTION ITEM 01:01:42

CHAIRMAN MUNDT moved to approve Resolution 2018-02 Adoption of Fiscal Year 2018-19 Annual Budget as submitted. COMMISSIONER HAUSER 2nd. **Motion Carried**

SURPLUS LIST - DISCUSSION 01:02:44

CHIEF SNEVE stated that MKI has a list of stuff that needs to be on a surplus list. I am proposing to put all three command vehicles on the surplus list. The durango, pickup and the ford explorer would be sold and replaced with a ¾ ton pickup.

STATION REMODEL - ACTION ITEM 01:06:00

Previously discussed under Old Business item a.

EXECUTIVE SESSION 01:06:14

CHAIRMAN MUNDT moved to go into Executive Session for: Discussion of personnel Pursuant to the Provisions of Idaho Code 74-206, (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.**

CHAIRMAN MUNDT called for roll call vote:

ROLL CALL VOTE:

Chairman Mundt:	Yes
Commissioner Hanson:	Yes
Commissioner Hauser:	Yes

Entered Executive Session at 7:07 P.M.

End of Audio file: Aug 29, 2018-1.MP3

Start of Audio file: Aug 29, 2018-2.MP3

CHAIRMAN MUNDT moved to end the Executive Session at 7:35 P.M. **COMMISSIONER HAUSER** 2nd the motion:

CHAIRMAN MUNDT called for roll call vote:
ROLL CALL VOTE:
Chairman Mundt: Yes
Commissioner Hanson: Yes
Commissioner Hauser: Yes

Motion Carried

TAKE ACTION ON EXECUTIVE SESSION: 00:00:26
None

PUBLIC INPUT 00:00:30
None

COMMISSIONERS COMMENTS AND/OR CORRESPONDENCE 00:00:35

On behalf of someone in the community **COMMISSIONER HAUSER** inquired about whether they would be putting rumble strips in the center of Highway 95 since it is being surfaced. **CHIEF SVENE** stated that was not up to the district they would have to inquire with the State Highway Department.

ADJOURNMENT 00:03:10

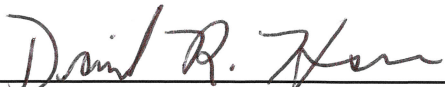
CHAIRMAN MUNDT moved to adjourn the meeting; **COMMISSIONER HAUSER** 2nd. **Motion carried**
7:38 P.M.

Respectfully Submitted,



District Secretary Carmen Saranto

Approved,



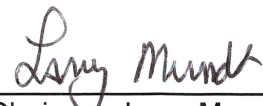
Commissioner Dan Hanson

Approved,



Commissioner Gretchen Hauser

Approved,



Chairman Larry Mundt