

**Timberlake Fire Protection District Board of Commissioners
Public Hearing/Regular Meeting Minutes
November 21, 2011
Athol Community Center
6:00 pm**

Board Members and Officials	Present	Absent
Commissioner Marty Fish		X
Commissioner Jon Guinn		X
Commissioner Barney Phillips	X	
Commissioner Rudy Rudebaugh	X	
Commissioner Charles Hansen	X	
Fire Chief Dean S. Marcus	X	

1) Call Regular Meeting to Order

Commissioner Rudebaugh called the regular meeting to order at 18:01 and Commissioner Phillips led the pledge of allegiance.

2) Approval of Agenda:

Commissioner Rudebaugh asked that the agenda be amended to move item e (Opening of Bid Packets for New Engine) under New Business to item a. This will allow the representatives present to conclude their business in a timely fashion.

3) Approval of the Consent Agenda:

Commissioner Phillips motioned to approve the consent agenda to include the following

- a. 10/17/11 Meeting Minutes
- b. Paid & Unpaid Bills
- c. Transfer up to \$50,000 from LGIP to Mountain West Checking
- d. Review of October Financials

Commissioner Hansen seconded the motion. Ayes were unanimous.

Motion carried.

4) Staff Reports:

- a) **Chief Marcus:** Kody Wright will be coming back on for TFPD as a seasonal temporary firefighter. His hours will be 7:30 – 5:30 Monday through Friday.
 - The District received a \$6,960 grant from the Idaho Transportation Department to purchase a battery powered extrication tool. The District's match will be \$2,320. Lt. Foti wrote the grant.
 - A training burn was conducted on Saturday the 19th. KXLY had a reporter and a photographer there to film the event. There were approximately 25 volunteer and career personnel attending from TFPD, Sagle and Spirit Lake.
 - Engine 622 needs to go in for repairs. The rehab unit has an electrical problem and has been towed to the shop for repairs.
 - Captain Wright brought forward a request to allow some community members to install the drywall at Station 6. Volunteers Greg Ransom, Byron Burrows and Joe Moody are experienced in dry wall installation and they would like permission to recruit other people to help. Questions were had regarding liability issues for those people who would be working at the station who were not members of TFPD. It was decided to pursue these questions with VFIS prior to giving permission.
 - An issue has come up regarding the health club reimbursement. A majority of the facilities will not split payments between two entities and require an ACH withdrawal for payment. It was suggested that the District set up the accounts to cover the entire cost of the club membership, and deduct the difference between that and the \$35.00 allowance from the employees paycheck. The Board agreed

to move forward with this plan as long as it does not create undue hardship administratively for the District.

- The Chief will be out of town beginning on December 9th and will be returning on December 28th. Chief Kramer will be the contact during that time. The Chief will be available via cell phone.

5) Unfinished Business

None.

6) New Business

a) Opening of Bid Packets for New Engine.

• KME Northwest	\$235,959.00
• Boise Mobile Equipment	\$274,295.00
• Boise Mobile Equipment	\$197,527.00
• Deep South	\$259,461.98
• General Fire	\$218,062.00
• General Fire	\$248,849.00
• General Fire	\$220,228.00

b) 2011 Audit Draft – **Commissioner Phillips motioned to accept the Draft Audit as presented. Commissioner Hansen seconded the motion. Ayes were unanimous. Motion carried.**

c) JP Stravens Contract – Chief Marcus presented a contract by which JP Stravens will re-zone the District and provide new maps and map books for a total cost of \$5,000. Chief Marcus was not sure that the District would utilize the map books enough to justify the costs and would like to view them prior to committing to the cost. Commissioner Rudebaugh stated he has seen them at ISFCA and thought they were very detailed. The Chief will also be requesting an electronic copy of the maps.

Commissioner Hansen motioned to move forward with Part A of the Contract which covers re-zoning the District boundaries and prepare new district maps at a cost of \$3,800.

Commissioner Phillips seconded the motion. Ayes were unanimous. Motion carried.

d) Bonner County MOU – The final MOU was presented to the Board indicating that Scenic Bay, Lakeview and Berry Patch Loop would continue to be serviced by TFPD. Chief Marcus informed the staff to do whatever they are directed to do by Dispatch and any issues that result will be addressed by the Chief after the incident.

Commissioner Phillips motioned to accept the MOU as presented. Commissioner Hansen seconded the motion. Ayes were unanimous. Motion carried.

e) Certification of Election – **Commissioner Phillips motioned to accept the certification of Murray “Bat” Masterson as Commissioner Elect Zone 3, 4 year term commencing January 2012. Commissioner Hansen seconded the motion. Ayes were unanimous. Motion carried.**

7) Public Comment

None

8) Commissioner Reports

Commissioner Rudebaugh reported on the ISFCA Conference he attended earlier. IVESA will be having a recruitment/retention workshop on January 14th and 15th. There are also a number of grant writing tutorials and seminars on Firegrantshelp.com.

9) Executive Session per Idaho Code 67-2345 1 © to Deliberate regarding labor negotiations

Commissioner Phillips motioned to enter executive session per Idaho Code 67-2345 item © To Conduct Deliberations Concerning Labor Negotiations and item (a) to Consider the Hiring of Public Officer. Commissioner Hansen seconded the motion.

Roll Call Vote

Commissioner Rudebaugh	yes
Commissioner Hansen	yes
Commissioner Phillips	yes

Motion carried.

Executive session entered at 18:40.

Commissioner Phillips motioned to exit executive session. Commissioner Hansen seconded the motion.

Roll Call Vote

Commissioner Rudebaugh	yes
Commissioner Hansen	yes
Commissioner Phillips	yes

Motion carried.

Executive session exited at 19:15.

No decisions were made during executive session.

10) Final Motions & Adjournment

Commissioner Phillips motioned to adjourn. Commissioner Hansen seconded the motion. Ayes were unanimous.

Motion carried.

Meeting adjourned at 19:16

Approved on this _____ day of _____, 2011 by:

Marty Fish, Fire Commissioner	Absent
Jon Guinn, Fire Commissioner	Absent
Barney Phillips, Fire Commissioner	
Charles Hansen, Fire Commissioner	
Rudy Rudebaugh, Fire Commissioner	

Attest: _____

Penney J. Laird, Acting Board Secretary