

**Timberlake Fire Protection District Board of Commissioners  
Regular Meeting Minutes  
July 18, 2011  
Athol Community Center  
6:00 pm**

<b>Board Members and Officials</b>	<b>Present</b>	<b>Absent</b>
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 to Order: Commissioner Rudebaugh called the meeting to order at 18:03 and welcomed members and guests.
- 2) Pledge of Allegiance: Commissioner Fish led the pledge of allegiance.
- 3) Approval of the Agenda:

**Commissioner Rudebaugh asked to amend the agenda to include the following.**

**Executive Session under Idaho Code 67-2312 item 1A-Contract between Northern Lakes Fire Protection District and Timberlake Fire Protection District; Contract between Bonner County and Kootenai County regarding Timberlake Fire Protection District EMS coverage.**

**District Wide Family Day BBQ.**

Agenda was amended upon a unanimous voice vote.

- 4) Approval of the Consent Agenda:  
**Commissioner Phillips motioned to approve the Consent Agenda as presented.**  
 Commissioner Fish seconded the motion.
  - a) 6/20/11 Meeting Minutes
  - b) 6/30/11 Meeting Minutes
  - c) 7/05/11 Meeting Minutes
  - d) Approval of Paid and Unpaid Bills
  - e) Funds Transfer from 2514 to Mountain West Checking up to \$50,000
  - f) Review of June financial items

Ayes were unanimous upon a voice vote.

**Motion Carried**

- 5) Staff Reports:
  - a) **Chiefs Report**:
    - Chief Marcus reported that the septic system at Station 1 has been replaced. The next projects in line are carpet in the upstairs crew quarters, drywall in the back bay and the installation of air conditioning in the back meeting room at Station 1.
    - An evacuation drill was conducted at the Navy Base in Bayview and went well.
    - The 2011-2012 budget is moving forward and remainders are being reviewed and future numbers are being researched.

b) **Correspondence:** None

6) Unfinished Business.

a) Overtime and Compensation Policy

This policy was brought back from a previous meeting.

**Commissioner Phillips motioned to approve the Overtime and Compensation Policy as presented.**

Commissioner Hansen seconded the motion.

Ayes were unanimous.

**Motion carried.**

7) New Business:

a) Resolution 11-01 Declaring Surplus Property

**Commissioner Phillips motioned to approve Resolution 11-01 declaring the 1986 Suburban surplus property.**

Commissioner Guinn seconded the motion.

A roll call vote was called.

Roll Call Vote

Commissioner Fish	yes
Commissioner Rudebaugh	yes
Commissioner Guinn	yes
Commissioner Phillips	yes
Commissioner Hansen	yes

**Motion carried.**

Seasonal resident Kody Wright offered to advertise the vehicle on Craig's list. The vehicle will be placed outside of Station 1 with a notice in the window asking for bids and declaring the known defects of said vehicle.

Bids will be accepted until July 31<sup>st</sup>.

b) Budget Workshop Date

Discussion was had regarding the upcoming Public Hearing for the 2011-2012 Budget and when to have a workshop to discuss the figures. Chief Marcus stated that the draft numbers should be available by the end of the week. It was decided to form a committee to go to Northern Lakes to look at the numbers and bring the information to the rest of the Board at a later date prior to the public hearing.

**Commissioner Fish motioned to appoint Commissioner's Rudebaugh and Hansen to the Budget Committee and for them to bring the budget findings to the Board at a public workshop.**

Commissioner Phillips seconded the motion.

Ayes were unanimous.

**Motion carried.**

The budget workshop was tentatively scheduled for Monday August 8<sup>th</sup>.

c) Schedule Date to Discuss MOU with Northern Lakes Fire Protection District

Moved to executive session.

d) District Wide Family Day BBQ.

Commissioner Rudebaugh stated that he would like to see the Board organize a picnic type BBQ for the members and family of Timberlake Fire Protection District as a way of showing appreciation for the work that the members do for the District. Discussion was had regarding dates and it was decided that a Saturday would be best. It was agreed to schedule the BBQ for September 17<sup>th</sup>.

**Commissioner Rudebaugh motioned to appoint Commissioner Fish and Captain Bill Wright as coordinators for the picnic.**

Commissioner Phillips seconded the motion.

Ayes were unanimous.

**Motion carried.**

8) Public Comment: Time was allotted for the public to ask questions and make comments.

9) Commissioner Reports: No reports at this time.

10) Executive Session:

**Commissioner Rudebaugh motioned to enter executive session under Idaho Code 67-2345 item 1 (a) to discuss an individual agent and item 1 (a) to discuss the Bonner County EMS Contract.**

Commissioner Phillips seconded the motion.

A roll call vote was called for.

Roll Call Vote

Commissioner Fish	yes
Commissioner Rudebaugh	yes
Commissioner Guinn	yes
Commissioner Phillips	yes
Commissioner Hansen	yes

**Motion carried.**

**Executive Session entered at 18:38.**

**Commissioner Guinn motioned to exit executive session.**

Commissioner Phillips seconded the motion.

Ayes were unanimous.

**Motion carried.**

**Regular meeting resumed at 19:45**

Discussion was had regarding the KCEMSS budget workshop. It was decided that Commissioner Phillips would attend to represent the interests of TFPD.

Discussion was had regarding the MOU with NLFPD. It was decided to form a committee to discuss the MOU with NLFPD. Commissioners Phillips and Fish were nominated to comprise the committee that will discuss the MOU with NLFPD.

11) Final Motions & Adjustments

**Commissioner Phillips motioned to adjourn the meeting.**

Commissioner Fish seconded the motion

Meeting adjourned upon a unanimous vote at 20:00

Approved on this \_\_\_\_\_ day of \_\_\_\_\_, 2011 by:

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

Attest: \_\_\_\_\_

Penney J. Laird, Acting Board Secretary

Approved 8/15/11