

**Timberlake Fire Protection District Board of Commissioners
Public Hearing/Regular Meeting Minutes
September 19, 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 to Order: Commissioner Rudebaugh called the public hearing to order at 18:09 and welcomed members and guests.

2) Pledge of Allegiance: Commissioner Fish led the pledge of allegiance.

3) Open Public Hearing 2010-2011 Fiscal Year Budget Amendments :

a) **Presentation of Proposed FY 2011 Operating Budget Amendments**

Discussion was had regarding the proposed budget amendments.

b) **Public Comments**

Questions and comments were taken from the public regarding the budget amendments from fiscal year 2010 - 2011.

4) Close Public Budget Hearing and Board Discussion:

Upon no further discussion from public or Board, Commissioner Rudebaugh closed the public budget hearing at 18:16.

5) Approval of Final FY 2011 Operating Budget Amendments

Commissioner Phillips motioned to approve the FY 2010-2011 budget amendments as presented. Commissioner Guinn seconded the motion. Discussion was called for.

Upon no further discussion, Commissioner Rudebaugh called for a roll call vote.

Roll Call Vote

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

Motion carried.

6) Adjournment

Commissioner Rudebaugh gavelled the public hearing closed at 18:17.

1) Call Regular Meeting to Order

Commissioner Rudebaugh called the regular meeting to order at 18:17

2) Approval of Agenda:

Commissioner Rudebaugh asked that the agenda be amended to include Executive Session per Idaho Code 67-2345 items (a) Hiring Seasonal Employee and the Division Chief's position and item (c) to deliberate regarding labor negotiations. Also added under New Business was item (e) LGIP for Impact Fees.

Commissioner Fish motioned to approve the agenda as presented. Commissioner Phillips seconded the motion. Ayes were unanimous.

Motion carried.

3) Approval of the Consent Agenda:

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

- a. 8/15/11 Meeting Minutes
- b. Paid & Unpaid Bills
- c. Transfer up to \$50,000 from LGIP to Mountain West Checking
- d. Review of August Financials

Commissioner Phillips seconded the motion. Ayes were unanimous.

Motion carried.

4) Staff Reports:

a) **Chief Marcus**

- Chief Marcus reported that Bonner County is interested in entering a contract with KCEMSS and Timberlake Fire regarding EMS service to those areas of Bonner County that TFPD responds to, more specifically the area around Cape Horn and Little Blacktail. The contract proposed by Bonner County was rejected as it contained language that will not work for TFPD or KCEMSS at this time. Negotiations are still being worked out at this time. Lakeview is a concern as they are in neither a fire nor an EMS district and TFPD cannot provide fire protection due to liability insurance issues. A possible MOU is being developed to cover services utilizing the fire boat. Chief Marcus will be meeting with Chief Borders in the near future. Commissioner Phillips requested that he be allowed to draft and mail a letter to the parties affected by the EMS changes within Bonner County to keep them apprised of developments. The Board was in agreement with the letter.
- Chief Marcus apprised the Board of the efficient, cooperative way in which the staff and volunteers responded to and worked several calls that occurred since the last meeting. Good job!
- A company called APEX Curb and Turf has requested to be allowed to store equipment on the vacant lot next to Station 1 in Athol. A hold harmless agreement has been developed for signature to protect the District and ensure that the lot is not damaged by the equipment. This company is providing hydro seeding services for the Garwood to Sagle Hwy 95 project. The company has offered to hydro-seed any needed areas around Station 1 when they are done.

5) Unfinished Business

None at this time.

6) New Business

a) **Idaho State Fire Commissioners Conference**

- The conference will be held in Meridian Idaho on November 10, 11, and 12. TFPD budgeted for two commissioners to attend this year. Commissioner Rudebaugh would like to attend and Commissioner Phillips expressed an interest in attending as well.

b) **Apex Hold Harmless Agreement**

- **Commissioner Phillips motioned to accept and sign the hold harmless agreement for Apex Curb and Turf to store their equipment on the vacant lot at Station 1 in Athol.** Commissioner Fish seconded the agreement.

<u>Roll Call Vote</u>	
Commissioner Rudebaugh	yes
Commissioner Fish	yes
Commissioner Phillips	yes
Commissioner Guinn	yes
Commissioner Hansen	absent

Motion carried.

c) **Regional Mutual Aid Agreement**

- **Commissioner Phillips motioned to approve the Regional Mutual Aid Agreement between TFPD, NLFPD, Sagle Fire District and Sandpoint Fire District as presented.**

Commissioner Guinn seconded the motion.

Ayes were unanimous.

Motion carried.

d) **Revised Volunteer Policy**

- Minor changes were made to the volunteer policy and were presented by Secretary Laird.
Commissioner Fish motioned to approve the volunteer policy as presented.

Commissioner Phillips seconded the motion.

Ayes were unanimous.

Motion carried.

e) **LGIP for Impact Fees**

- **Commissioner Phillips motioned to set up a separate LGIP account for collection of Impact Fees.**

Commissioner Guinn seconded the motion.

Ayes were unanimous

Motion Carried

7) Public Comment

Questions and comments were taken from the public at this time.

8) Commissioner Reports

No reports

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 1 c to Deliberate Regarding Labor Negotiations, and per item 1 a to Consider Hiring Personnel.

Commissioner Fish seconded the motion.

Roll Call Vote

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

Motion carried.

Executive session entered into at 19:22.

Commissioner Guinn motioned to exit Executive Session.

Commissioner Phillips seconded the motion. All were in favor.

Executive session exited at 20:19

Regular Meeting Resumed.

- **Commissioner Phillips motioned to accept the 2011-2013 Collective Bargaining Agreement.**

Commissioner Guinn seconded the motion.

Roll Call Vote

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

Motion carried.

- **Commissioner Phillips motioned to move forward with advertising for a Division Chief.**
Commissioner Fish seconded the motion.

Roll Call Vote

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

Motion carried.

- **Commissioner Phillips motioned to direct Chief Marcus to discuss with Kody Wright the possibility of continuing as a seasonal employee.**

Roll Call Vote

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

Motion carried.

10) Final Motions & Adjournment

Commissioner Guinn motioned to adjourn.

Commissioner Phillips seconded the motion. Ayes were unanimous.
Meeting adjourned at 20:25.

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