

TIMBERLAKE FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
Regular Meeting Minutes
TFPD Station 1 Athol
February 20, 2024 6:00pm

Board Members	Present	Absent	Notes
Commissioner Sam Conner	X		
Commissioner Melanie Savage	X		
Commissioner Jeff Priest	X		
Commissioner Jeff Wilkins	X		
Commissioner David "Rudy" Rudebaugh	X		

- 1) Call Regular Meeting to Order - Commissioner Rudebaugh called the meeting to order at 18:00.
- 2) Pledge of Allegiance – Commissioner Priest led the Pledge of Allegiance.
- 3) Amendments to Agenda - None

4) Approval of the Consent Agenda:

All matters listed within the agenda have been distributed to each member of the Board of Fire Commissioners for review, are considered to be routine and will be enacted by one motion of the Board with no separate discussion. If separate discussion is desired, that item may be removed from the consent agenda and placed on the regular agenda by request of a member of the Board.

Commissioner Wilkins motioned to accept the Consent Agenda and was seconded by Commissioner Priest. Ayes were unanimous, **Motion carried.**

5) Public Input – None

6) Reports

a. Union Report – FF Birdsall reported that the recent fundraiser for the Seattle LLS Firefighter Stair Climb Event raised \$3,400. FF Ashley Luttrell has been removed from the waitlist and will also be participating in the event.

b. Chiefs’ Report – As presented to the Board.

c. Commissioner’s Report –Commissioner Wilkins reported that the new KCMESS chief has started. Commissioner Rudebaugh reported on the legislative front and stated that the President of PFFI is concerned with a bill addressing annexations. ISFCA may be looking into that bill.

7) Continuing Business - None

8) New Business

a. FY23 Audit Report - *Action Item*

Commissioner Savage motioned to accept the FY23 audit report from Scott Hoover CPA.
Motion was seconded by Commissioner Wilkins

Roll Call Vote

Commissioner Conner	yes
Commissioner Savage	yes
Commissioner Priest	yes
Commissioner Wilkins	yes
Commissioner Rudebaugh	yes

Motion carried.

b. Resolution 022024 to Transfer FY23 Carryover - *Action Item*

Commissioner Wilkins motioned to approve Resolution 022024 authorizing the transfer the FY23 carryover \$151,450 to be placed in the Equipment sub-fund category. Motion was seconded by Commissioner Priest.

Roll Call Vote

Commissioner Conner	yes
Commissioner Savage	yes
Commissioner Priest	yes
Commissioner Wilkins	yes
Commissioner Rudebaugh	yes

Motion carried.

c. Schedule FY25 Budget Hearing- *Action Item*

Commissioner Savage motioned to schedule the FY25 budget hearing for August 19, 2024 with a workshop planned for July 22nd and was seconded by Commissioner Conner.

Roll Call Vote

Commissioner Conner	yes
Commissioner Savage	yes
Commissioner Priest	yes
Commissioner Wilkins	yes
Commissioner Rudebaugh	yes

Motion carried.

d. 2024 LLS Firefighter Stair Climb- *Action Item*

Commissioner Savage motioned to approve the use of the District fuel card and/or the Durango for the LLS Firefighter Stair Climb and was seconded by Commissioner Wilkins.

Roll Call Vote

Commissioner Conner	yes
Commissioner Savage	yes
Commissioner Priest	yes
Commissioner Wilkins	yes
Commissioner Rudebaugh	yes

Motion carried.

e. Vehicle Replacement Plan - *Action Item*

Commissioner Savage motioned to accept the Vehicle Replacement Plan as presented and requested that it continually be updated and was seconded by Commissioner Conner.

Roll Call Vote

Commissioner Conner	yes
Commissioner Savage	yes
Commissioner Priest	yes
Commissioner Wilkins	yes
Commissioner Rudebaugh	yes

Motion carried.

f. Resolution 022024A to Purchase Staff Vehicle - *Action Item*

Commissioner Wilkins motioned to approve the Resolution 022024A to accept the purchase agreement as presented for a fully equipped 2024 Chevrolet Tahoe for a total not to exceed \$85,000 and was seconded by Commissioner Priest.

Roll Call Vote

Commissioner Conner	yes
Commissioner Savage	yes
Commissioner Priest	yes
Commissioner Wilkins	yes
Commissioner Rudebaugh	yes

Motion carried.

g. Resolution 022024B to Surplus Utility Vehicle - *Action Item*

Commissioner Wilkins motioned to approve Resolution 022024B to place the 1994 Ford F350 up for bid with a minimum starting bid of \$11,000 with bidding to close on May 17th and was seconded by Commissioner Priest.

Roll Call Vote

Commissioner Conner	yes
Commissioner Savage	yes
Commissioner Priest	yes
Commissioner Wilkins	yes
Commissioner Rudebaugh	yes

Motion carried.

h. Request to Purchase Mobile Radio - *Action Item*

Commissioner Rudebaugh motioned to purchase a mobile radio from Day Wireless in the amount of \$7,450.15 and was seconded by Commissioner Wilkins.

Roll Call Vote

Commissioner Conner	yes
Commissioner Savage	yes
Commissioner Priest	yes
Commissioner Wilkins	yes
Commissioner Rudebaugh	yes

Motion carried.

i. Refund Impact Fees for Luxury Garage Condos - *Action Item*

Commissioner Wilkins motioned to refund the excess amount for Luxury Garage Condos with the calculated interest for a total refund of \$72,896.56 and was seconded by Commissioner Priest.

Roll Call Vote

Commissioner Conner	yes
Commissioner Savage	yes
Commissioner Priest	yes
Commissioner Wilkins	yes
Commissioner Rudebaugh	yes

Motion carried.

j. Idaho Department of Lands MOU - *Action Item*

Commissioner Savage motioned to accept the MOU with Idaho Department of Lands and was seconded by Commissioner Wilkins.

Roll Call Vote

Commissioner Conner	yes
Commissioner Savage	yes
Commissioner Priest	yes
Commissioner Wilkins	yes
Commissioner Rudebaugh	yes

Motion carried.

9) Executive Session per Idaho Code 74-206 Item (b) - *Action Item*

Commissioner Rudebaugh motioned to enter into Executive Session per Idaho Code 74-206(1)(b) Item (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member.

Commissioner Wilkins seconded the motion.

Roll Call Vote

Commissioner Conner	yes
Commissioner Savage	yes
Commissioner Priest	yes
Commissioner Wilkins	yes
Commissioner Rudebaugh	yes

Motion carried.

Entered Executive Session at 19:29.

Commissioner Wilkins motioned to exit Executive Session and was seconded by Commissioner Savage. Ayes were unanimous, **motion carried**, executive session exited at 19:53.

10) MOU Between the District and Local 4483 re: Article 17 of CBA - *Action Item*

Commissioner Wilkins motioned to accept and ratify the MOU that has been agreed upon between the District and the to correct the miscalculation of sick and vacation time of Article 17 of the CBA and was seconded by Commissioner Savage.

Roll Call Vote

Commissioner Conner	yes
Commissioner Savage	yes
Commissioner Priest	yes
Commissioner Wilkins	yes
Commissioner Rudebaugh	yes

Motion carried.

11) Adjournment – *Action Item*

Commissioner Savage motioned to adjourn. Commissioner Priest seconded the motion. Ayes were unanimous, **motion carried**. Meeting adjourned at 19:55

Approved on this _____ day of _____, 2024 by:

Jeff Priest, Fire Commissioner

Jeff Wilkins, Fire Commissioner

Melanie Savage, Fire Commissioner

Sam Conner, Fire Commissioner

Rudy Rudebaugh, Fire Commissioner

Attest: _____

Brittany Baeumel, Board Secretary