

# Meridian Rural Fire Protection District

33 E. Broadway, Suite 210 - Meridian, Idaho 83642

## Meeting Minutes – July 11, 2022

### Call to Order:

The Meridian Rural Fire Protection District meeting for July 11, 2022, was called to order at 4:00 p.m. by Commissioner Ward. Roll call was taken.

Attendees: Commissioner Marvin Ward, Commissioner Randy Howell, Commissioner Derrick Shannon, Fire Chief Kris Blume, Attorney John Fitzgerald, Deputy Chief Charlie Butterfield and Division Chief Justin Winkler

### Approval of the Agenda:

Motion was made and seconded to approve the meeting agenda as presented. Motion approved.

### Approval of the minutes:

Motion was made and seconded to approve the minutes from the June 13, 2022, MRFPD meeting. Motion approved.

### Action Item, Public Hearing for Proposed AMENDED Fiscal Year 2022 Budget:

**Commissioner Ward:** This is the time and place for the Public Hearing on the Meridian Rural Fire Protection District's Proposed Amended Budget for fiscal year 2022 (October 1, 2021 to Sept 30, 2022). This hearing is being conducted pursuant to Idaho Code Section 31-1422 as required by Idaho's Fire Protection District Law.

The Meridian Rural Fire Protection District Commissioners previously adopted the budget for fiscal year 2022, (October 1, 2021 to Sept 30, 2022). The Meridian Rural Fire Protection District's Commissioners prepared the proposed amended budget to provide for the purchase of a replacement Water Tender, a fire vehicle used for water supply in rural settings. The District caused the proposed amended budget to be published in accordance with Idaho Code Section 31-1422 specifying this date and time as the date and time for any person to appear and present testimony on the proposed amended budget.

Anyone who wishes to testify on the amended budget is requested to sign the sign-in sheet listing your name, address and telephone number. When you testify, please state your name and address for the record.

Randy Howell, a Meridian Rural Fire Protection District Commissioner and the Treasurer will now give a brief overview of the proposed amendment for fiscal year 2022, (October 1, 2021 to Sept 30, 2022) budget.

### Commissioner Howell:

*(Commissioner Howell distributed copies of the draft budget.)* I created a new line item underneath the C Budget, Capital Outlay. It's the blank line between line 56 and 57; Vehicle Replacement, Water Tender 32 for a full Rural share up to \$750,000.00. That money came from line 68, The Use of/Contribution to Fund Balance, the District's Capital Improvement Fund. That summarizes the amendment to the Fiscal Year 2022 annual budget.

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**Commissioner Ward:** Thanks Randy. Before opening the public hearing and taking any public testimony, do any Commissioners have any questions or comments about the proposed amended budget or Mr. Howell's summary and explanation of the proposed budget amendment.

**Commissioner Shannon:** No.

**Commissioner Ward:** I'm good with it. We will now open the public hearing. Would anyone in the audience like to testify regarding the proposed amended budget? *(no comments)* We will now close the public hearing. Is there any information presented during the public hearing that creates any additional thoughts or analysis from the Commissioners that prompts any discussion regarding or modification to the proposed amended budget?

**Commissioner Howell and Shannon:** No

**Commissioner Ward:** Thank you. I would now entertain a motion to approve the amendment to the Meridian Rural Fire Protection District's budget for Fiscal year 2022, October 1, 2021 to Sept 30, 2022, which will be Resolution number 22-001.

*Motion made and seconded to approve Resolution number 22-001 to be adopted by the Meridian Rural Fire Protection District. Roll Call Vote:*

**Commissioner Ward:** Yea

**Commissioner Shannon:** Yea

**Commissioner Howell:** Yea

*Motion approved.*

*Resolution #22-001 was presented to the Commissioners for signatures.*

### Treasurer's Report:

- Approve and pay bills as follows:
  - ✓ Check #5431, City of Meridian, \$141,017.11, May 2022 A, B, & C Budgets, Invoice #2900
  - ✓ Check #5432, Hughes Fire Equipment, \$699,693.00 for the Pierce Saber Pumper (Water) Tender, Invoice #226350 *(Performance Bond has been received and contract has been signed by all parties)*
  - ✓ Check #5433, Idaho Press Tribune, \$221.79 for two public notices for budget amendment, AD#246287
  - ✓ Check #5434, to John Fitzgerald, \$2,112.74 for two months' legal services, Invoice #2022-7
  - ✓ Check #5435, Judy Gerhart, \$855 for administrative services, Invoice #7-7-2022-1

Motion was made and seconded to approve and pay checks numbered 5431 through 5435 as presented. Motion approved.

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- Current net cash position is currently \$4,475,538.08.
- US Bank Statement and LGIP Statements have not yet been received in order to reconcile. Those will be done at next month's meeting.
- Commissioner Howell came in last week and worked with Judy Gerhart and Christie Boucher; Judy put the budget together and sent it to Commissioner Howell. Commissioner Howell has worked on the county preliminary value of each district taxing entity. He should have final numbers in a week or two from the County. Items for discussion on the draft budget include line 8 and the amount that the District wants to put in the budget for possible funding of the Station 7 personnel. Secondly, the amount for Station 8 personnel of \$1.7 million seems high based on when that station will open. Third, Commissioner Howell spent some time talking to the City's CFO, Todd Lavoie and inquired if some of the FFE's for the stations would be impact fee eligible. Mr. Lavoie stated that most probably would not be eligible. Fourth, line 46, for contracted employee cost, would be if the District decides to find someone outside the City to assist with their administrative needs.

Commissioner Ward asked about line 49, Utility Assessments and Commissioner Howell explained those costs are for water bills for station 6, trash at station 7, etc. Commissioner Howell also mentioned that the District is paying \$166.67 for additional administrative support from the Fire Department that they are no longer receiving and it is his intention to notify the City that they will be ending that agreement and will no longer be paying that additional monthly fee. The City is also charging the District \$150.00 to prepare the invoice that they send to the District. Commissioner Howell would like to eliminate that charge as well. He will request the City to remove both of those monthly charges and report back at next month's meeting.

For Line 8 on the draft budget, (the amount for fire station 7 personnel), Commissioner Howell asked for direction from the Commission. Discussion followed and it was decided to place \$1,100,000.00 in that line as a placeholder in the budget. The amount and timelines of what the District will contribute to the station 7 personnel can be decided at a later date. Chief Blume mentioned that if the SAFER grant is awarded, it would impact the City's need for assistance from the District. Deputy Chief Butterfield stated that the hiring would be done over a span of a year and the tentative opening date for Station 7 is not until next September of 2023. Attorney Fitzgerald reminded everyone that the draft budget will need to be approved for publication at today's meeting. Then at the hearing, the budget can be decreased, but not increased. He also clarified that even if the District places funds in their budget for personnel for Station 7, it does not obligate those funds to the City of Meridian Fire Department. The decision on what the district might contribute to the City can be made at a later date when an agreement is made and in place. Decision was made to budget \$1,100,000.00 for line 8 as a placeholder.

Commissioner Howell asked about the Equipment for MF014, replacement engine equipment, carry forward. Division Chief Justin Winkler stated that money may be in there as it was an expense coming from the general fund, Fund 01. Commissioner Howell also asked about Line 67 – Fire Engine #7, and why this is in the budget and not covered by impact fees. Chief Winkler believes that is the general fund portion.

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Motion was made and seconded to add \$1,100,000.00 in to line 8 of the draft budget and then approve the draft budget for publication. Motion approved. Commissioner Shannon will submit the draft budget and public hearing notice for publication.

### Old Business:

1. Update on the 2 new fire stations, Deputy Chief Butterfield. The City has broken ground and footings are in. Timelines are looking good and construction is moving along. If any of the Commissioners would like a site visit, please contact Chief Butterfield. The Fire Department is having conversations with Ada County Paramedics to possibly have them move a paramedic crew into each fire station.

### New Business:

1. Commissioner Shannon asked about access to post meeting minutes and agendas on the Fire Department website. Chief Blume replied that he will work on that with the City's I.T. Department. Commissioner Shannon also asked about access to the Rural's recorded minutes. Commissioner Howell stated that after speaking with Judy Gerhart, it was determined that the recordings will need to be converted to an mp3 file first and then emailed to Commissioner Shannon if possible.
2. Deputy Chief Butterfield stated that Boise Fire Department is possibly interested in purchasing the old water tender to use as a foam storage tender and asked the District to keep Boise Fire on the radar as a potential buyer. Chief Winkler stated that Star Fire may be interested in it as well.
3. Commissioner Howell has identified a potential assistant for the District that currently supports Whitney Fire District. She has been there 16 years. He would like to go meet with her tomorrow and get more information to see if she has an interest.
4. Attorney Fitzgerald reminded the Commission that the draft budget will need to be published according to state statute within 10 days of the hearing to be held on **August 22, at 6:00 pm** downstairs at City Hall.
5. Division Chief Justin Winkler updated the District on another capital asset that they own, MF028, 2012 F350, (BC32) which the District owns at 100%. The MFD current replacement schedule would put it due for replacement in the very near future.

Motion was made and seconded to adjourn the July 11, 2022, meeting of the Meridian Rural Fire Protection District. Motion approved. The meeting was adjourned at 5:14 p.m.