

**Meridian Rural Fire Protection District**  
33 E. Broadway, Suite 210 - Meridian, Idaho 83642  
**Meeting Minutes – March 14, 2016**

**Attendees:**

Commissioner Terry Leighton, Commissioner Marvin Ward, Commissioner Clair Bowman, Fire Chief Mark Niemeyer, John Fitzgerald of Worst, Fitzgerald and Stover, Jared Zwygart CPA of Zwygart and Associates, Loren Munis, Dave Quarry and Donna Rae Quarry

Commissioner Leighton called the meeting to order at 7:00 p.m. Roll call was taken.

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

Motion was made and seconded to approve the meeting minutes from the February 8, 2016 MRFPD meeting. Motion approved.

**Presentation of the FY2015 MRFPD Audit, Jared Zwygart CPA of Zwygart and Associates**

The annual audit for FY2015 was presented to the Commissioners for their review and approval. The audit showed that the financial records of the Meridian Rural Fire Protection District were in accordance with the Generally Accepted Accounting Principles. Discussion followed on the contents of the audit.

Motion was made and seconded to accept the MRFPD FY2015 Audit as presented by Zwygart & Associates. Motion approved.

**Approve and pay bills as follows:**

- Check #5116 to the City of Meridian in the amount of \$113,655.56 for January 2016, A, B & C Budgets, Invoice #2277
- Check #5117 to Worst, Fitzgerald & Stover, PLLC in the amount of \$874.18 for General Legal Work, Statement #68366.

A motion was made and seconded to approve and pay checks numbered 5116 and 5117 as presented. Motion approved.

**Treasurer's Report:**

Net cash position is currently approximately \$2,809,843.06.

The February 2016 LGIP Statement and the February 2016 US Bank Statement were presented to the Chairman for review and approval.

**Old Business:**

1. Discussion continued on titles that were found in the Safety Deposit Box and whether those assets owned are covered by the District's insurance or the City's insurance policy. After contacting All American Insurance it was determined that all of the apparatus and real property is covered on the City of Meridian's insurance policy regardless of the percentage of

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ownership. The same representative from All American is used by both the City and the District. It was also confirmed that the City's insurance covers the fire stations, even if they are owned outright by the District. There are no structures or scheduled autos on the District's policy. The District does have errors and omissions insurance and liability. Judy is working to confirm that all apparatus is listed on the City's policy.

2. Chief Niemeyer gave an update on the progress of the Emergency Services Master Plan. The Plan is scheduled to be completed in April. A citizens meeting took place and options were explored for the response times that have been determined by the group as there were no previously adopted response time standards between the departments. The main focus of the discussion was the travel time and what is acceptable. The consultants, in agreement with the Fire Chiefs, focused on population densities and timeframe suggestions that were suitable for each type of population density. The travel time suggestion was supported by the citizen group after an explanation was given on population densities and the cost to implement stations in rural locations. Nampa Fire Department had already started their own Master Plan, but Chief Mallott did attend this citizen's meeting to be involved and to listen to the discussions. Nampa Fire will be looking to adopt similar standards in their Master Plan. Commissioner Bowman asked if there was any exploration as to what the slowest acceptable travel time would be in the district. Chief Niemeyer indicated that a 7-9 minute travel time could be expected. This however can change due to growth and change in the population density.

### **New Business:**

1. Chief Niemeyer indicated that during the Master Planning process the Chiefs have been meeting every Friday and have had some high level discussions on how to further collaborate in the future. Some discussions have been about identifying simple steps to align Standard Operating Guidelines on the fire ground as well as combining training plans. Long term visionary approaches have been discussed regarding merging of departments to avoid redundancies and duplications.
2. Chief Niemeyer brought to the Commission, for their consideration, the possibility of changing the time for District Meetings. One reason for the request is to give Chief Niemeyer's staff the opportunity to attend some of the meetings. Commissioner Bowman asked if there would be a possibility to move just one meeting a quarter to a different time. In order to make the change in the meeting time, new meeting times would need to be posted. It was suggested that any time changes not affect the posted time of the 2016 Budget Meeting. A proposal will be worked on and brought to the April meeting.

Motion was made and seconded to adjourn the March 14, 2016, meeting of the Meridian Rural Fire Protection District. Motion approved. The meeting was adjourned at 7:30 p.m.