

# Meridian Rural Fire Protection District

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

## Meeting Minutes – July 13, 2015

### Attendees:

Commissioner Terry Leighton, Commissioner Clair Bowman, Fire Deputy Chief Perry Palmer, and John Fitzgerald of Worst, Fitzgerald & Stover

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 June 15, 2015, Rural Fire Protection District meeting. Motion approved.

### Approve and pay bills as follows:

- Check #5067 to the City of Meridian in the amount of \$95,031.99 for May 2015, A, B & C Budgets, Invoice #2216
- Check #5068 to Depart of the Treasury in the amount of \$735.58 for second quarter Federal Withholding
- Check #5069 to Idaho Dept. of Labor in the amount of \$63.42 for unemployment tax
- Check #5070 to Worst, Fitzgerald & Stover, PLLC in the amount of \$1,506.28 for general legal work, Statement #66117
- Check #5071 to Commissioner Rich Greene in the amount of \$1,246.72 for Commissioner pay for April, May, & June of 2015
- Check #5072 to Commissioner Terry Leighton in the amount of \$1,246.72 for Commissioner pay for April, May, & June of 2015
- Check #5073 to Commissioner Clair Bowman in the amount of \$1,292.25 for Commissioner pay for April, May, & June of 2015

A motion was made and seconded to approve and pay checks numbered 5067 through 5073 as presented. Motion approved.

### Treasurer's Report:

Net cash position is currently \$1,800,240.44

The June US Bank Statement and LGIP Statement were presented to Chairman Greene for review and approval.

Training for Judy Gerhart and Fire Chief Mark Niemeyer for back up Treasurer duties has been completed.

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Commissioner Bowman presented a draft FY16 budget for review. Discussion followed. Line #26 listed as Replacements represent various replacements at the stations. Line #27 for the AED's is not included in the Rural Budget. The Capital Outlay budget includes two staff vehicles which Commissioner Bowman feels that the District should include in their budget at the 15% contribution rate. The Rural District will not contribute to the replacement of the fire engine listed in the FY16 Budget. The revenue shown is based on the market value of all of the real property assets in the District and is effective as of March 31, 2015. The Ag tax, Sales Tax and Inspection Fees revenue has also been added into the Revenue section. Commissioner Bowman requests direction from the board to publish the draft budget per the requirements of the Idaho Code between now and August 10<sup>th</sup>.

A motion was made and seconded to direct Commissioner Bowman to publish the draft budget. Motion approved.

### Old Business:

1. Attorney Fitzgerald updated the Board on the MOU for the District's annual percent of contribution to the City of Meridian. Attorney Fitzgerald modified the MOU to clarify that it is for the FY15 and FY16 budget years only and sets the contribution rate for the District at 15%. The MOU also clarifies on page 2, paragraph 2, that the district will not have any contribution obligation to the replacement of fire engines in the capital outlay expense budget or any contribution to the AED's which are part of the City's program. At the July 7<sup>th</sup>, 2015 City Council meeting, the City Council approved the memorandum as presented. The City Council was also in full agreement to review and update the current Joint Powers Agreement between the City and the District. Attorney Fitzgerald recommended that the Commission act to direct Attorney Fitzgerald to prepare a resolution that could be signed at next month's meeting but effective today. Motion made and seconded to approve the Memorandum of Understanding with the City of Meridian for the FY15/16 budget to share the expenses, 85% City and 15% District, and to direct Attorney Fitzgerald to prepare a resolution to that effect which would be specifically adopted at next month's meeting effective as of July 13<sup>th</sup>, 2015. Motion approved.
2. Deputy Chief Palmer updated the Commission on the development of the Master Plan; Chief Niemeyer is currently at a meeting presenting Middleton's Fire Commission with the proposal for them to be involved with the Master Planning process. Officially Star Fire and Caldwell Fire have committed to participating with the planning process. Kuna Fire has chosen not to participate.

### New Business:

1. Commissioner Bowman requested authorization to work with the City's I.T. department to purchase and install a small printer for the Rural District to assist in printing the monthly checks. It was moved and seconded to approve the request to purchase a small printer not to exceed \$250. Motion approved.
2. Discussion held on the upcoming Commissioner Election for sub-district #2. Attorney Fitzgerald will work with Judy Gerhart to meet deadlines for publishing notices for the

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election.

Motion was made and seconded to adjourn the July 13, 2015, meeting of the Meridian Rural Fire Protection District. Motion approved. The meeting was adjourned at 7:20 p.m.