

Meridian Rural Fire Protection District

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

Meeting Minutes – September 23, 2015

Attendees:

Commissioner Terry Leighton, Commissioner Clair Bowman, John Fitzgerald of Worst, Fitzgerald & Stover, Deputy Chief Chris Amenn, Fire Chief Mark Niemeyer, and Rich Greene

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 August 10, 2015, Rural Fire Protection District meeting. Motion approved.

Approve and pay bills as follows:

- Check #5079 to the City of Meridian in the amount of \$93,268.98 for July 2015, A, B & C Budgets, Invoice #2232
- Check #5080 to Idaho Counties Risk Management Plan in the amount of \$1,122.00 for Policy #35A08146100115
- Check #5081 to Jackson Code Consultants in the amount of \$280.14, Receipt #0047 for Fire Inspection Fees, Invoice #2015-22
- Check #5082 to Worst, Fitzgerald & Stover, PLLC in the amount of \$1,396.78 for general legal work, Statement #66716

A motion was made and seconded to approve and pay checks numbered 5079 through 5082 as presented. Motion approved.

Treasurer's Report:

Net cash position is currently \$2,271,547.87

The July and August 2015 US Bank Statement and the August 2015 LGIP Statements were presented to the Chairman for review and approval.

Old Business:

1. Deputy Chief Chris Amenn presented a scope of work and bid proposal from Civil Survey Consultants, Inc. The bid came in at \$19,688.00 to survey the entire Meridian Rural Fire Protection District boundary along with the new boundaries of the three sub-districts. Attorney Fitzgerald stated that this is something that needs to be done to formalize the legal description of the boundaries due to the recent realignment of the sub-district boundaries. The work would take approximately three weeks to complete. Commissioner Leighton asked if the legal description would need to be updated every time property within the District was annexed into the City of Meridian. Chief Amenn replied that he did not feel that would be necessary and Chief Niemeyer agreed but it was recommended that the legal description be updated every 3 to 5 years or so. Deputy Chief Amenn requested approval to proceed with hiring this company to provide the survey and updated legal descriptions. It was moved and

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seconded to approve hiring Civil Survey Consultants, Inc. to complete the survey work as proposed with the one addition that they deliver a closed polygon file to Compass when the project is complete. Motion Approved. It was clarified that the funds for this project will be paid from the MRFPD contingency line.

2. Commissioner Bowman asked that the Commission make plans for re-sterilizing the soil at the Station 6 property early next spring to control weeds. Fire Chief Mark Niemeyer will make a note to get this done in the spring.
3. Update on the upcoming election: Commissioner Bowman was the only candidate who filed for sub-district #2. No election will need to be held.

New Business:

1. The letter of resignation from Commissioner Rich Greene was presented and accepted by the remaining Commissioners. Attorney Fitzgerald added that the Board will need to declare the seat vacant and proceed with finding a replacement for that vacancy. The statute provides that the remaining Commissioners are to fill that vacancy within 60 days commencing today. A publication of the notice of vacancy will need to be published indicating a deadline of which qualified individuals need to submit a written request for appointment to the board. The publication also needs to state the date of the meeting when the Board will vote to fill the vacancy. Counsel will prepare the template for the publication. Counsel recommends that the commission also take formal action to elect one of the remaining Commissioners as the interim Chairman pending the appointment of someone to fill former Chairman Greene's position. It was moved and seconded that the Commission identify Commissioner Leighton as the interim Chairman for the Meridian Rural Fire Protection District until the vacant seat is filled. Motion approved.
2. Chief Niemeyer gave a quick update to the Commission on the Master Plan. A kick-off meeting was held this past Monday. The first part of October the agencies involved are expected to formally accept the agreement. We have already begun gathering data to begin the project. Monthly updates will be provided to the District.

Motion was made and seconded to adjourn the September 23, 2015, meeting of the Meridian Rural Fire Protection District. Motion approved. The meeting was adjourned at 7:20 p.m.