

MINUTES OF THE REGULAR MEETING OF THE WOOD RIVER FIRE PROTECTION DISTRICT

Call Meeting to Order: Chairman Commissioner Jay Bailet called the meeting of the Wood River Fire Protection District to order on February 12, 2020 at Wood River Fire District Station 3, 11053 State Hwy 75, Bellevue, Idaho at 2:30 PM.

Attendance: Commissioners Jay Bailet, Steven Garman, Dennis Kavanagh, Chief Ron Bateman, Office Manager Stephanie Jaskowski

Action Item: Swearing in Ceremony – Oath of Office for newly promoted to Lieutenant, Ryan DeMoe, who was sworn in and paperwork signed, all official.

Consent Agenda:

- **Action Item:** Approve and Sign Old Meeting Minutes from the Regular Meeting on January 15, 2020. **Commissioner Garman motioned to approve the minutes from January 15, 2020 Regular Meeting, Commissioner Kavanagh seconded the motion. All in favor, motion carried.**
- **Action Item:** Approve and Sign January 2020 Payables. After brief discussions for clarification on a few items, **Commissioner Garman motioned to approve the January 2020 Payables; Commissioner Kavanagh seconded the motion. All in favor, motion carried.**

Public Comment: Linda Haavik thanked the District for posting the Commissioner Meeting Agendas and Minutes on our website for public access.

Chief Ron Bateman's Report:

1. **ITEM:** Rural Housing Needs Assessment Workshop (Chief's Report)

DESCRIPTION: I shared at our January meeting that Chairman Bailet and I were invited to a workshop with SVFD / KRFPD. He and I attended the 2-hour workshop with the KRFPD Board and the SVFD leadership team on January 23rd. There was a lot of discussion about the Greenhorn Fire Station location; it's desirable location mid-valley and how it might be grown to accommodate more resident housing. Some of the shorter-term direction includes doing an exclusion process for that property, as it is actually part of our fire district and creating an automatic aid agreement between KRFPD and WRFR. Chiefs Robrahn, Bauer and I intend to meet next week to begin the conversation about automatic aid. Commissioners discussed the positive direction the northern partners are taking in consideration of housing and potential WRFPD involvement in staffing/housing and equipment storage in the future for this district. **ACTION PROPOSED:** For information only. **No action necessary.**

2. **ITEM:** Staffing (Chief's Report)

DESCRIPTION: I continue to push back this presentation / conversation about staffing. I apologize for this delay, as this is a very important conversation, but several things need to come into alignment first – not the least of which is finishing this presentation to the JPA. I need to discuss at length with the LMC how this might look in the short-term, but also its longer-term implications.

ACTION PROPOSED: For information only. *No formal action necessary.*

3. **ITEM:** Promotional Ceremony

DESCRIPTION: I wanted to type out a few words as we promote Ryan DeMoe to the position of LT with the WRRF today. As I understand it, when Ryan came to us in May 2017, it was the practice to promote a FT member to the position of LT after two years of FT service. This left a little confusion with Ryan, as it changed mid-stream. We discussed the matter with the LMC and I decided to honor the practice that was in place in May 2017 (I think we will have to discuss how this does or doesn't happen going forward, based a lot on the efforts with HFD among other things, but that's a different conversation). Ultimately, I asked Ryan to read a Harvard Business Review article on leadership and trust, to reflect on that article and write me an essay on how he hoped to gain trust in this new leadership role with the organization. He, totally, wrapped both arms around the assignment and showed burgeoning self-awareness to go alongside his technical savvy. I am excited to make this promotion to LT.

It's been a joy getting to know Ryan. He's been giving me the business in my Liverpool fandom since I arrived in Hailey. Truthfully, it's the only bad thing I can say about him (that he doesn't like the right teams). Seriously, though, I am excited to see who you will become in the upcoming years. We talked about Ryan at 45 years of age. I'm excited to see that guy; I am pretty certain that he will be remarkable.

ACTION PROPOSED: For information only. *No action necessary.*

Old Business: None

New Business:

Commissioner Kavanagh would like to explore with Chief Baledge the possibilities of improving the facilities at Station 2. Chief Baledge reported the Hailey Elementary School is considering improvements in the next few years so perhaps considerations can be explored. Commissioners Bailet and Garman supported his purposed efforts.

Commissioner Garman purposed assisting with the radio repeater issues that the district has been experiencing and was supported by Chief Bateman, Commissioners Bailet and Kavanagh.

Action Item: Review Monthly Summary Reports from the City of Hailey for Plan Reviews and Fire Inspections as presented by Chief Baledge. December and January have been slow, but Chief reported that interest has been picking up and anticipates a busy year ahead. He also noted the plans and paperwork have been moved to his office at the Hailey Fire Department.

Executive Session: Commissioner Garman motioned to enter into Executive Session at 2:59 pm, Commissioner Kavanagh seconded the motion, all in favor, Motion carried.

Consider Labor Contract Matters [Idaho Code 74-206 (1) (a)]

Action Item: Discussion or Action Upon Executive Session: None taken

Any Other Business:

Office Manager Jaskowski noted the JPA Schedule has a November Meeting scheduled on the same day (18th) as this district's meeting and suggested this district to change their meeting time to 2:30 and recommend to the JPA to move their meeting to 4:30 to accommodate both entities. The Commissioners had no problem with the time changes.

Chief Bateman noted he is prepared with a PowerPoint presentation for the JPA meeting at 4:30 today, having reviewed it with a few folks in preparation. He spoke briefly about the external survey he put out for public comment on consolidation with very favorable feedback supporting the concepts. He will present these results along with his SWOT analysis to the JPA looking for direction, as it's time to make decisions about staffing, property and longer-term planning together or apart with the Hailey Fire Department. Discussion held for directions to go and planning for end stage results pending the outcome of the JPA meeting today.

Adjourn: Commissioner Garman motioned to adjourn the meeting and Commissioner Kavanagh seconded the motion for Adjournment at 3:28 pm. All in favor, Motion carried.

Meeting Adjourned.



Stephanie Jaskowski, District Clerk

APPROVED:



Jay Bailet, Chairman



Steven Garman



Dennis Kavanagh

Date: 03/18/2020

Wood River Fire & Rescue – Accounts Payable Report
Register: Mountain West Operations Checking Account & Current Assets
From: 02/01/2020 to 02/29/2020

	Feb 29, 20
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash**	124.70
Mtn West Checking Account	81,595.41
Mtn West Capital Reserve Checking	447.28
LOCAL GOVERNMENT INVESTMENT POO	1,849,911.05
Total Checking/Savings	1,932,078.44
Accounts Receivable	
ACCOUNTS RECEIVABLE	-3.62
Total Accounts Receivable	-3.62
Total Current Assets	1,932,074.82
TOTAL ASSETS	1,932,074.82

Stephanie Jaskowski, District Clerk

APPROVED:

 Jay Bailet, Commissioner

 Steven Garman, Commissioner

 Dennis Kavanagh, Commissioner

DATE: 03/18/2020

WOOD RIVER FIRE & RESCUE

3/13/2020 11:48 AM

Register: Mtn West Checking Account
 From 02/01/2020 through 02/29/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
02/01/2020	Autopay1	INTERMOUNTAIN GAS CO...	-split-	Station 1	199.85 X		75,896.48
02/01/2020	Autopay2	INTERMOUNTAIN GAS CO...	-split-	Station 2	179.16 X		75,717.32
02/01/2020	23347	N.C.P.E.R.S.	-split-	Billing: M040	176.00 X		75,541.32
02/01/2020	23348	ERICA EXLINE - INT CHIEF...	PAYROLL LIABILITIES	WRFR	1,000.00 X		74,541.32
02/01/2020	23349	DELTA DENTAL	ACCOUNTS PAYABLE		1,053.65 X		73,487.67
02/06/2020	23350	AMAZON.COM	ACCOUNTS PAYABLE		242.49 X		73,245.18
02/06/2020	23351	BPA HEALTH	ACCOUNTS PAYABLE		153.30 X		73,091.88
02/06/2020	23352	IDAHO LUMBER & HARD...	ACCOUNTS PAYABLE		239.99 X		72,851.89
02/06/2020	23353	INTEGRATED TECHNOLO...	ACCOUNTS PAYABLE		272.49 X		72,579.40
02/06/2020	23354	JANE'S ARTIFACTS	ACCOUNTS PAYABLE		7.70 X		72,571.70
02/06/2020	23355	LL GREEN'S HARDWARE	ACCOUNTS PAYABLE	Customer #315	52.53 X		72,519.17
02/06/2020	23356	O'REILLY AUTO PARTS	ACCOUNTS PAYABLE		214.76 X		72,304.41
02/06/2020	23357	SAFELINK INTERNET	ACCOUNTS PAYABLE		84.95 X		72,219.46
02/06/2020	23358	SATELLITE PHONE STORE	ACCOUNTS PAYABLE		55.76 X		72,163.70
02/06/2020	23359	UNITED OIL	ACCOUNTS PAYABLE		521.91 X		71,641.79
02/06/2020	23360	VERIZON WIRELESS	ACCOUNTS PAYABLE		167.22 X		71,474.57
02/06/2020	23361	WHITEHEAD LANDSCAPI...	ACCOUNTS PAYABLE		1,223.76 X		70,250.81
02/07/2020			-split-	Deposit		24.94	70,275.75
02/07/2020	AUTOPAY	FIRST BANKCARD	ACCOUNTS PAYABLE		1,955.63 X		68,320.12
02/07/2020	Autopay2	FIRST BANKCARD	ACCOUNTS PAYABLE		70.00 X		68,250.12
02/10/2020	AutoPay1	CENTURY LINK	-split-		323.75 X		67,926.37
02/10/2020	AutoPay2	CENTURY LINK	-split-		69.20 X		67,857.17
02/10/2020	Autopay3	INTERMOUNTAIN GAS CO...	-split-		557.11 X		67,300.06
02/11/2020	23362	COX COMMUNICATIONS	-split-	Acct #200870401	246.71 X		67,053.35
02/12/2020			-split-	Deposit		96,467.34	163,520.69
02/12/2020	Autopay1	CITY OF HAILEY	-split-	Station 1 Utilities	88.53 X		163,432.16
02/12/2020	Autopay2	CITY OF HAILEY	-split-	Station 2 Utilities	38.04 X		163,394.12
02/13/2020	BASE	P.E.R.S.I. RETIREMENT SY...	-split-	M040 -PERSI BASE	8,350.38 X		155,043.74

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02/13/2020	CHOICE	P.E.R.S.I. RETIREMENT SY...	-split-	M040-PERSI CHOICE	1,509.91	X		153,533.83
02/13/2020	EFTPS	EFTPS	-split-	82-0397612 - 2.13.19 ...	10,610.66	X		142,923.17
02/13/2020	23363	Air St. Luke's Membership	ACCOUNTS PAYABLE		540.00			142,383.17
02/13/2020	23364	AIRGAS USA, LLC	ACCOUNTS PAYABLE		65.87	X		142,317.30
02/13/2020	23365	AMAZON.COM	ACCOUNTS PAYABLE		40.49	X		142,276.81
02/13/2020	23366	ATKINSON'S MARKET	ACCOUNTS PAYABLE	983	12.87	X		142,263.94
02/13/2020	23367	BOUNDTREE MEDICAL	ACCOUNTS PAYABLE		85.75	X		142,178.19
02/13/2020	23368	FINI MACHINERY, INC.	ACCOUNTS PAYABLE		421.97	X		141,756.22
02/13/2020	23369	GREAT AMERICA FINANCI...	ACCOUNTS PAYABLE		153.00	X		141,603.22
02/13/2020	23370	MCKESSON	ACCOUNTS PAYABLE		85.81	X		141,517.41
02/13/2020	23371	SAWTOOTH PLUMBING & ...	ACCOUNTS PAYABLE	Station 1 Water Leak ...	145.24	X		141,372.17
02/13/2020	23372	ST LUKE'S LEARNING SER...	ACCOUNTS PAYABLE	EMS - PALS & ACLS...	220.00	X		141,152.17
02/13/2020	23373	ST LUKE'S MEDICAL SUPP...	ACCOUNTS PAYABLE		308.30	X		140,843.87
02/13/2020	23374	TOM WHITE	ACCOUNTS PAYABLE	EMS - PALS & ACLS...	30.00			140,813.87
02/13/2020	23375	TREASURE VALLEY COFF...	ACCOUNTS PAYABLE	BCES	122.60	X		140,691.27
02/13/2020	23376	WSCFF EMPLOYEE BENEF...	ACCOUNTS PAYABLE		450.00	X		140,241.27
02/13/2020	23377	MSBT LAW	ACCOUNTS PAYABLE		1,618.50	X		138,622.77
02/13/2020			Payroll Clearing	Funds Transfer-FT Pa...	21,572.91	X		117,049.86
02/13/2020			Payroll Clearing	Funds Transfer-PT Pa...	4,987.09	X		112,062.77
02/14/2020			-split-	Deposit			42,541.56	154,604.33
02/20/2020	23378	AIRGAS USA, LLC	ACCOUNTS PAYABLE		65.90	X		154,538.43
02/20/2020	23379	AMAZON.COM	ACCOUNTS PAYABLE		43.15	X		154,495.28
02/20/2020	23380	BLUE CROSS OF IDAHO-B...	ACCOUNTS PAYABLE	Group #16450	13,080.66	X		141,414.62
02/20/2020	23381	FIRE EMS ACADEMY	ACCOUNTS PAYABLE		600.00			140,814.62
02/20/2020	23382	HENRY SCHEIN	ACCOUNTS PAYABLE		2,382.58	X		138,432.04
02/20/2020	23383	SAFELINK INTERNET	ACCOUNTS PAYABLE	Station 3	84.95	X		138,347.09
02/20/2020	23384	SUE N' STITCHES	ACCOUNTS PAYABLE		32.00	X		138,315.09
02/20/2020	23386	Air St. Luke's Membership	ACCOUNTS PAYABLE		45.00	X		138,270.09

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/20/2020	23387	AIRGAS USA, LLC	ACCOUNTS PAYABLE		46.32	X		138,223.77
02/21/2020	23388	IDAHO STATE POLICE	ACCOUNTS PAYABLE	Background Check	20.00			138,203.77
02/25/2020	Autopay1	IDAHO POWER	-split-	Station 1	287.14	X		137,916.63
02/25/2020	Autopay2	IDAHO POWER	-split-	Station 2	112.14	X		137,804.49
02/27/2020	BASE	P.E.R.S.I. RETIREMENT SY...	-split-	M040	7,719.12	X		130,085.37
02/27/2020	CHOICE	P.E.R.S.I. RETIREMENT SY...	-split-	M040 PERSI CHOICE	1,491.71	X		128,593.66
02/27/2020	EFTPS	EFTPS	-split-	82-0397612- 2.27.20 ...	9,988.50	X		118,605.16
02/27/2020	23389	STATE TAX COMMISSION	PAYROLL LIABILITIES	000230196-W - Febru...	3,179.87			115,425.29
02/27/2020	23390	BIG WOOD FITNESS	PAYROLL LIABILITIES	March Membership	250.00			115,175.29
02/27/2020	23391	ERICA EXLINE - INT CHIEF...	PAYROLL LIABILITIES	WRFR - March Rent	1,000.00			114,175.29
02/27/2020	23392	WOOD RIVER FIRE FIGHT...	PAYROLL LIABILITIES	February 2020	608.04			113,567.25
02/27/2020	23393	AMAZON.COM	ACCOUNTS PAYABLE		688.77			112,878.48
02/27/2020	23394	CLEARWATER LANDSCAP...	ACCOUNTS PAYABLE		75.00			112,803.48
02/27/2020	23395	HENRY SCHEIN	ACCOUNTS PAYABLE		225.99			112,577.49
02/27/2020	23396	SAWTOOTH PLUMBING & ...	ACCOUNTS PAYABLE		854.36			111,723.13
02/27/2020	23397	STATE INSURANCE FUND	ACCOUNTS PAYABLE		3,442.00			108,281.13
02/27/2020	23398	TOM WHITE	ACCOUNTS PAYABLE		224.00	X		108,057.13
02/27/2020	23399	UNITED OIL	ACCOUNTS PAYABLE		291.56			107,765.57
02/27/2020			Payroll Clearing	Funds Transfer - FT P...	21,059.82	X		86,705.75
02/27/2020			Payroll Clearing	Funds Transfer - PT P...	5,051.38	X		81,654.37
02/28/2020			-split-	Deposit		X	145.00	81,799.37
02/28/2020	AutoPay 3	CENTURY LINK	-split-		191.96			81,607.41
02/29/2020	ACH	MOUNTAIN WEST BANK	-split-		12.00	X		81,595.41



Public Agency: Wood River Fire Protection District, Blaine County, Idaho

Governing Body: Fire Commissioners Board

Meeting Date, Time & Location: February 12, 2020 – 2:30 PM
Wood River Fire & Rescue Station 3
11053 Hwy 75
Bellevue, ID 83313

EXECUTIVE SESSION MOTION AND ORDER

STEVE GARMAN (print name), BOARD COMMISSIONER (print title)
MOVES THAT THE BOARD, PURSUANT TO IDAHO CODE § 74-206, CONVENE IN EXECUTIVE SESSION TO:
(identify one or more of the following)

- Consider labor contract matters [Idaho Code § 74-206 (1) (a)]
- Consider personnel matters [Idaho Code § 74-206 (1) (a) & (b)]
- Deliberate regarding an acquisition of an interest in real property [Idaho Code § 74-206(1)(c)]
- Consider records that are exempt from public disclosure [Idaho Code § 74-206(1)(d)]
- Consider preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body [Idaho Code § 74-206(1)(e)]
- Communicate with legal counsel regarding pending/imminently-likely litigation [Idaho Code § 74-206(1)(f)]
- Communicate with risk manager/insurer regarding pending/imminently-likely claims [Idaho Code § 74-206(1)(i)]

Purpose/Topic Summary: Consider labor Contract

AND THE VOTE TO DO SO BY ROLL CALL.

CONVENE AT: 2:59 ADJOURN AT: 3:19

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Jay Bailet, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Steven Garman, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Kavanagh, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chief: [Signature]
(signature)