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January 9, 2023

The regular meeting of the Shoshone City & Rural Fire District was called to order at 6:01 P.M.

The following members of the SCRFPD Board were present: Commissioner Owens and Commissioner Race

Others present: Chief Casey Kelley, Angela Hubert, Kendall Rast, Brandon Rasmussen (Dietrich Fire Department Chief), Crystal Hollibaugh (Dietrich Fire Department Secretary), and Dale Bunn (Eide Bailly)

Citizens Correspondence, Issues, and Reports (speakers shall be limited to 3 minutes of discussion) – No Citizen Correspondence

Action Item –

Minutes – The December 2022 minutes were presented to the board for review.

Action Item – A motion was made by Commissioner Race to approve the minutes as presented. The motion was seconded by Commissioner Owens. All in favor, motion carried.

Claims/Payroll – The claims and payroll were presented to the board for review.

Action Item – A motion was made by Commissioner Race to accept the claims and payroll. The motion was seconded by Commissioner Owens. All in favor, motion carried.

Eide Bailly Audit Report – The audit report was presented by Dale Bunn from Eide Bailly.

Action Item – A motion was made by Commissioner Race to accept the audit report. The motion was seconded by Commissioner Owens. All in favor, motion carried.

Bill Review and Approval by Chief – Commissioner Race asked if a formal policy is necessary to implement the bill review and approval by the chief. The board agreed that a formal policy was necessary. Discussion was held to formalize a draft. It was decided that the secretary will print out a copy of the bill review policy and collect the signatures of all three board members.

Action Item – Commissioner Race moved to make a formal copy of the bill review and approval policy and begin implementing the policy. The motion was seconded by Commissioner Owens. All in favor, motion carried.

Commission Media Relations Update – The board members reviewed the website that Kendall Rast has been working on for the fire department. The commissioners were very impressed with the website and the progress that has been made. Kendall stated that he will continue finalizing the website.

Action Item –

Health Insurance Update – Chief Kelley reviewed health insurance plans and picked a policy that would fit his needs best. Discussion was held about how to reimburse the Chief for insurance coverage. It was decided that more information and discussion is needed before approval can be made.

Action Item –

Fire District Lines – An issue was brought to the attention of the board that there are currently gaps in the district lines. Concerns were discussed by Chief Kelley, Chief Rasmussen (Dietrich Fire Department) and the board members. The board members agreed that this issue needs to be taken to the County Commissioners as soon as possible. Chief Kelley stated that it would be helpful to include ICRMP’s input. Chief Kelley agreed to get on the agenda with the County Commissioners. Commissioner Owens agreed to call ICRMP. Commissioner Owens also stated that it would be beneficial to have the number of houses/businesses currently within the gap of the fire districts to give to the County Commissioners.

Action Item –

COVID-19 Policy Update – The current policy within the department is business as usual. The board discussed the current COVID in the area. The board agreed to keep the current policy. They stated that we need to continue encouraging those in the department not to come in if they have any symptoms.

Action Item –

Operational Updates – Given by Chief Casey Kelley. There were 18 calls this month. Chief Kelley stated that he would add Commissioner Race’s name to the signature approval at the bank. He also planned to pick up the gift cards for the volunteers the following day. Chief Kelley would like to send four firefighters to the Southern Idaho Fire Academy. The fire department received a $5,000 donation from 4-Bros Dairy. Chief Kelley would like to use the donation to buy a replacement fan for Truck 71101. He presented a couple quotes for fans to the board members. All trucks and equipment are running well. The oil leak on Truck 71102 is fixed, at no cost to the department. Small engines are all in good shape. The department will have to purchase two new batteries. The department also had to order a new controller for the air compressor at Station Two. Inspections were done at two businesses at Wild West Business Park.

Action Item –

Other Business –

Action Item –

Executive Session as needed per Idaho Code 74-206

• Personnel selection and evaluation - Idaho Code 74-206(1)(a) and (b)  
• Acquire interest in real property - Idaho Code 74-206(1)(c)  
• Consider records exempt from disclosure - Idaho Code 74-206(1)(d)  
• Discuss litigation – with your attorney - Idaho Code 74-206(1)(f)  
• Consider claims or potential claims – with your risk manager or insurer - Idaho  
Code 74-206(1)(i)

Entered Executive Session (Personnel selection and evaluation - Idaho Code 74-206(1)(a) and (b)) at 8:10 pm

Exited Executive Session at 8:22 pm

**Adjourn: 8:22 pm**