

MINUTES  
JOINT MEETING OF THE BUHL CITY COUNCIL AND THE BUHL RURAL FIRE PROTECTION DISTRICT  
MAY 8, 2018

PRESENT:

Tom McCauley	Mayor	Neal Gier	Fire District Chairman
Michael Higbee	Council President	Glenn Van Patten	Fire District Commissioner
Kyle Hauser	Council Member	Les Preader	Fire District Commissioner
Sue Gabardi	Council Member	Andrew Stevens	Fire Chief
Pam McClain	Council Member	Andrew Wright	Buhl City Attorney
Karen Drown	Clerk	Concerned Citizens	

The meeting was opened at 6:30 p.m. Karen Drown confirmed a quorum for the meeting.

**OLD BUSINESS**

**Minutes of January 31, 2018:** Pam moved to approve the minutes from January 31, 2018. Les seconded the motion. There was no discussion and the motion passed.

**NEW BUSINESS**

**Update on changes to Open Meeting Law requirements & Records Retention:** Karen informed the group that as of July 1, 2018 Idaho Code will have new requirements for Open Meeting Laws and Public Records. The open meeting law changes include posting agendas on websites and social media sites if the entity has a site already created. Also the agenda that will be posted will be changing because any item that could require action needs to be listed as an action item for public information. On the public records there is now a requirement to have a records custodian for each department and it must be outlined in a resolution passed by the governing board. There are portions of employee records that are now classified as not public record.

**Discussion of Joint Purchasing Agreement:** Glenn started the discussion by commenting there was the Joint Management Agreement (JMA) to keep the department running. He continued the discussion by stating that there needed to be an agreement to purchase all capital improvements and recommended a 50/50 split on those purchases. The agreement would make it easier to come up with a 10 year plan and budget for purchasing. He felt it doesn't need to be elaborate and it needs input from all sides. There was discussion if the same purpose could be done with a small change to the JMA. There was further discussion about possibly needing to readdress the percentages in the JMA. Kyle commented that he is first and foremost looking at protecting citizens.

It was noted the items that should be addressed in the agreement such as how the bids are advertised and accepted and all the steps to the process. There was additional discussion about the funding formula and the components that come into the agreement. Michael moved that administration draft a capital purchase agreement, review numbers on funding sources and gather feedback from the attorneys. Pam seconded the motion. There was further discussion and it was noted that this agreement was strictly for capital purchases which would have to be approved by the joint board.

**10 Year Strategic Plan Presentation:** Andrew presented his 10 year plan and noted that he understands the city has to build other departments sometimes. Also the figures he erred on the high side but some items like the brush truck can be built within the department for less than purchasing prebuilt. He is trying to provide for the staff, city and the district with the funding he has available. Going forward he is also trying to change the mind set of wearing an apparatus out in the first 10 years and letting it set of the next 10 years. Rotating trucks allow for better training for staff on all the equipment so they don't get comfortable using just one.

In regards to his plans on staffing Andrew is looking to growth in the future. With the plan for a 60 bed care facility, two new clinics and possibly 50 new homes staff will need to be available to cover calls. He noted there is the possibility that Buhl could end up transporting patients to Twin. Buhl has a QRU that is dependable but he does not have people stepping up to become certified EMT's. It was commented that there would have to be good reasons or triggers to add staff. Andrew stated he sees staff as a type of infrastructure and when money allows you increase the infrastructure to be prepared for the future growth.

Michael asked about the costs figured for training grounds. Andrew explained that he needs training grounds to advance his volunteers and practice the situations they could possibly be in on any call.

**CITIZENS CONCERNS** – David McClain stated there is a difference with the millennial generation and they want to know what is next and how they move up. He discussed ways to find firefighters and volunteers were to look at business owners and their employees within the community. He commented the Buhl QRU is the highest in the state and that is something to commend them on.

Bob Linderman stated he got to experience the QRU staff at work on a call recently and he was impressed and thought they were well organized. He did have a concern that a volunteer did not glove up and felt that safety was necessary. Bob commented on the possible options for the split of equipment and questioned the difference between a 50/50 split and just following the Joint Management Agreement Split.

#### **MEETING ADJOURNED**

Michael moved to adjourn the meeting; Pam seconded the motion. There was no discussion. The meeting was adjourned at 8:32 PM.