

**MIDDLETON RURAL FIRE DISTRICT  
REGULAR MEETING AGENDA  
OF THE BOARD OF COMMISSIONERS**

**PLEASE TAKE NOTICE:** The Board of Commissioners of Middleton Rural Fire District will conduct its regularly scheduled Monthly Meeting at the following time and location:

DATE	TIME	LOCATION
Wednesday, January 11, 2023	Regular Meeting at 4:00 p.m.	Middleton Rural Fire District 302 E. Main St. Middleton, ID. 83644

**AGENDA POSTING:** Agenda posted at Middleton Fire Station #53, District website: [middletonfire.org](http://middletonfire.org) and Facebook: [www.facebook.com/MIDFireEnews](https://www.facebook.com/MIDFireEnews) prior to 4:00 p.m. on January 9, 2023.

**\*ACTION ITEMS\*** All items on the agenda that may require a vote are marked as an "action item". The appearance of the "Action Item" does not require that a vote be taken on this item.

1. **Call to Order:** by Chairwoman Bolts
2. **Roll Call – Commissioners Bolts, O’Meara, and Potter**
3. **Pledge of Allegiance**
4. **Approval of Meeting Agenda**  
\*Action Items
  - A) Motion to approve the Agenda as posted.
    - [Motion to approve Agenda as last posted is needed only when there has been a posting of additional Agenda items less than 48 hours before a Regular Meeting or less than 24 hours of Special Meeting.]
    - Amending the Agenda: Any changes/amendments after the start of the meeting should be made at this time, however, no such amendment can include any final action unless a justified emergency is declared.
5. **Approval of Minutes:**  
\*Action Items
  - Regular Meeting – December 14, 2022  
Any changes/amendments should be made at this time.
6. **Financial Reports:**  
\*Action Items
  - A) Treasurer/Bookkeeper Financial Report and Fund Investments
  - B) Questions and comments from Board
    - Approval of Treasurers Report and Fund Investments:  
*Form of motion for approval of Treasurers Report & Fund Investments: “I move to accept and approve the Treasurer’s Report and the Fund Investments as presented by the Treasurer.”*
  - A) Approval of Bills:  
*Form of motion for approval of bills: “I move that the disbursement of funds from the District’s treasury for the payment of the bills in the total sum of \$\_\_\_\_\_, as presented by the Treasurer, be authorized and approved.”*
7. **Public Comment/Special Presentation**

8. **Staff Reports:**

- A) Fire Chief Greg Timinsky
- B) District Administrator Robin Ward
- C) Firefighters Union/Association Representative
- D) White Peterson Attorney Report

9. **Committee Reports:**

10. **Unfinished/Tabled Business Scheduled for this Regular Meeting**

11. **New Business:**

\*Action  
Items

- A) Annual Election of Officers:
  - Chairman
  - Vice Chairman
  - Treasurer
  - Secretary
  
- B) Annual Appointments:
  - Fire Chief
  - Attorney
  - District Capital Improvement Plan & Impact Fee Review Committee - Advising Impact Fee Committees of the Cities and Counties within the District (Canyon, Gem, and Middleton)
    - Kassa Hartley-Resident/Insurance Agent
    - Jeremy Fielding, Resident/Land Surveyor
    - Tyler Hess, Resident/Developer
    - Lindsay Brown, Resident/Realtor
    - Deb Sandborgh, Resident/Accountant
  
  - Impact Fee Administrator
  
- C) Schedule Regular Monthly Meetings for 2023 (currently held the 2<sup>nd</sup> Wednesday of each Month at 4:00 pm)
  
- D) Form 2023 Budget Committee
  
- E) Consider Authorizing the Fire Chief to Execute Consultant Agreement with TischlerBise, Inc. to update the District’s Impact Fee Study and CIP Plan.

12. **Executive Session under Idaho Code § 74-206 (1) may be held if determined necessary by the Commissioners. An executive session, at which members of the public are excluded, may be held. The following are the purposes for which the Commissioners may convene into executive session under Idaho Open Meeting Law.**

\*Action  
Items

- I.C. § 74-206 (1) (a)-(f), (i), or (j)
- (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general;

- (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent or public-school student;
- (c) To acquire an interest in real property which is not owned by a public agency;
- (d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code;
- (e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
- (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement;
- (g) N/A
- (h) N/A
- (i) To engage in communications with a representative of the public agency's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed. The mere presence of a representative of the public agency's risk manager or insurance provider at an executive session does not satisfy this requirement;
- (j) To consider labor contract matters authorized under section 74-206A (1) (a) and (b), Idaho Code.

Motion to include a designation of those to be in attendance during the executive session followed by a roll call vote.

13. **Resume Meeting**

14. **Consider authorizing Attorney Gigray to provide written response to Mr. Richardson, regarding Public Complaint #C22-01**

\*Action Item

15. **Consider 2023 Administrative Staff Wages:**

\*Action Item

- District Administrative Assistant
- Deputy Chief

16. **Commissioner’s Comments**

17. **Announcement of Next Regular Scheduled Meeting:**

[February 8, 2023, at 4:00 p.m. Middleton Rural Fire District]

18. **Adjournment**

\*Action Item

**Agenda Posting:** Post agenda 48 hours in advance of regular meeting, and 24 hours in advance of special meeting.