

**CASCADE RURAL FIRE PROTECTION DISTRICT
COMMISSIONER'S MEETING MINUTES
May 12, 2022**

Commissioner Larry Scarborough called the commissioner's meeting of the Cascade Rural Fire Protection District to order at 5:30 p.m. at the 109 East Pine Street Fire Station.

The following Cascade Rural Fire Protection District officials were present: Commissioner Larry Scarborough, Commissioner LaDawn Saxton, Commissioner Mike Arnold, Fire Chief Steven Hull and Secretary / Treasurer Pam DeChambeau.

Larry Scarborough made a motion to approve the agenda as presented, and Mike Arnold seconded the motion. Motion carried.

John Russell with Zwygart John & Associates presented the report on audited basic financial statements and supplemental information for the year ended September 30, 2021. Reported the financial statements present fairly, in all material respects, the financial position of the District, a clean audit opinion. Reviewed the balance sheet and reported the total debt to total assets ratio of twenty percent is a strong position. Reviewed the unrestricted surplus amount. Reviewed the change in net position and reported approximately \$18,000 was spent in excess of revenues received. Reviewed the cash and investment balances, the capital assets, the accounts receivable, the compensated absences and the long-term liabilities footnotes. Reviewed the budget to actual comparison report. Reported on the importance of reviewing expenditures because of the lack of segregation of duties. Discussed assigning specific amounts of surplus funds for a specific use. Larry Scarborough made a motion to accept the report on audited basic financial statements and supplemental information for the year October 1, 2020 to September 30, 2021, prepared by Zwygart John & Associates CPAs, PLLC, and LaDawn Saxton seconded the motion. Motion carried.

Mike Arnold made a motion to accept the minutes of the April 14, 2022 regular Commissioner's meeting, and LaDawn Saxton seconded the motion. Motion carried.

LaDawn Saxton made a motion to accept the Treasurer's Report as presented and payment of the bills dated May 12, 2022, and Larry Scarborough seconded the motion. Motion carried.

UNFINISHED BUSINESS:

Steven Hull reported on meeting with the Valley County Commissioners to present the need for impact fees for the Valley County Emergency Medical Services District. Reported on public members and the Valley County Commissioners being against Valley County collecting and responsibly managing impact fees. Reported on public members and Valley County Commissioners not being against Cascade Rural Fire Protection District adopting and collecting impact fees. Reported on scheduling a meeting to

present the capital improvement plan for Cascade Rural Fire Protection District and for Valley County Emergency Medical Services District to the Valley County Commissioners. Reported on combining the Valley County Emergency Medical Services District capital improvement plan to the Cascade Rural Fire Protection District capital improvement plan if Valley County does not fund the Emergency Medical Services District capital improvement plan. Reported Valley County will not continue the impact fee study being completed to see if impact fees are feasible for Valley County. Reported on meeting with White Peterson, Attorneys at Law, and retaining a lawyer to continue the process of adopting impact fees, and for election services for a property tax levy override election to request an increase the fire department property tax levy rate. Reported on the proposed property tax levy rate of .0010, and reported the maximum levy rate authorized by statute is .0024.

Steven Hull reporting for Keri Rueth reported on receiving two appraisals for the 2007 Ford ambulance in the amount of \$30,000 to \$45,000 and in the amount of \$45,000 to \$50,000. Reported the next steps to sell the ambulance is to publish a notice of the sale, that the sale must be to the highest bidder for not less than the appraised value, that the notice must be published in the newspaper twice not less than 15 days preceding the day of sale, that the notice must describe the property to be sold, the appraised value, and the time, place, and conditions of sale. Reported on interviewing yesterday and offering a full time position this morning for the Paramedic Firefighter position. Reported the new hire is able to begin employment June 1, the resigning employee is leaving employment May 15, and Keri Rueth will be filling shifts and filling training shifts.

Larry Scarborough reported on Yellow Pine Fire Department donating search and rescue equipment and vehicle extrication equipment to Valley County Search and Rescue and now requesting the donated equipment back because procedures were not followed correctly. Reported on moving forward with the plan to station a Valley County Search and Rescue truck in Yellow Pine and to obtain Idaho Emergency Medical Services licensure for a Valley County Search and Rescue / Cascade Emergency Medical Services Quick Response Unit. Reported on sending a news release to The Star-News newspaper about the donation of equipment and the plan to station a search and rescue truck in Yellow Pine.

NEW BUSINESS:

Steven Hull reported twenty-two (22) incidents for the month of April 2022 and reported the average for April is 22. Reported open burning is closed in the Cascade city limits as of May 10 and permits are required for outside the Cascade city limits in the rest of the Valley County but closed within the Cascade city limits. Reported on receiving a couple proposed developments sent from the City of Cascade for review.

Steven Hull reporting for Keri Rueth reported Medicare randomly selected the fire district to participate in a yearlong data collection to determine if Medicare payments for ground ambulance services are adequate.

Larry Scarborough and LaDawn Saxton presented and discussed paying the amount due on the Idaho First loan for the 2021 tanker pumper to save interest expense in the approximate amount of \$12,000. Discussion followed on the amount due to pay off the loan, the balance in savings, the savings to be used in this year's budget, and budgeting a capital improvement plan expenditure line item. Larry Scarborough made a motion to pay off the balance of the Idaho First Bank loan for the 2021 tanker pumper to save interest expense, and to amend the budget to reflect additional revenue from savings to pay off the loan, and LaDawn Saxton seconded the motion. Motion carried.

A letter requesting a reduction in an emergency medical services billing for date of service February 19, 2022 was presented and discussed. Mike Arnold made a motion to reduce the emergency medical services billing for date of service February 19, 2022 to \$300, and expect \$20 monthly payments, and LaDawn Saxton seconded the motion. Motion carried. A request for a discount for cash payment for emergency medical services billing for date of service February 16, 2022 was presented and discussed. Larry Scarborough made a motion to discount the emergency medical services billing for date of service February 16, 2022 twenty percent (20%), and LaDawn Saxton seconded the motion. Motion carried.

The agreement to provide fire protection services for 143 Pointes Road was reviewed. Larry Scarborough made a motion to approve the agreement to provide adequate fire protection for real and personal property located at 143 Pointes Road, for Roger and Linda Wilson, for the period February 10, 2022 to December 31, 2022, in the amount of \$74.78, and Mike Arnold seconded the motion. Motion carried.

There being no further business, the commissioner's meeting of the Cascade Rural Fire Protection District adjourned at 6:45 p.m.

Respectfully submitted,



Pamela J. DeChambeau
Secretary/Treasurer

Approved:



Larry V. Scarborough
Chairperson