

**WORLEY FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS
SPECIAL MEETING
November 8, 2021, 4:30 PM
31541 S Highway 95, Worley, ID 83876**

CALL TO ORDER

CHAIRMAN JOY called the meeting to order at 04:34

COMMISSIONERS PRESENT: Commissioner Wienclaw, Chairman Joy

OTHERS PRESENT: Chief Sneve, Secretary Saranto and Randy Primmer

AMEND AGENDA

CHAIRMAN JOY requested to amend the agenda to add Kelly Dionne with Express Employment Professionals. COMMISSIONER WIENCLAW 2nd the motion.

CHAIRMAN JOY called for roll call vote:

ROLL CALL VOTE:

Commissioner Wienclaw: Yes

Chairman Joy: Yes

Motion Carried

EXPRESS EMPLOYMENT PROFESSIONALS

CHIEF SNEVE stated he had met with Mr. Dionne about a replacement for the admin. asst. position. Express Employment Professionals had presented Chief Sneve and the Board with a contract for services. This contract included 720 hours of service before becoming an employee of Worley Fire and a service fee 1.6% would be charged. If Worley Fire wanted to make this person an employee before the 720 hours was up the service fee would still be owed to Express Employment. He also mentioned that wages in the last several months have gone up in the Coeur d Alene area. The contract figures were based on an hourly rate of \$16.00 to \$18.00, and that he had a person in mind who would be available to start at the end of November.

CHAIRMAN JOY stated the Board would like to get a person with knowledge of governmental accounting and audit experience. Mr. Dionne shared with the Board an employee with those skills would cost them more than what he had stated in the contract and the person he had selected would not fit that criteria. If still interested he would have to search for qualified applicants.

EXECUTIVE SESSION

COMMISSIONER DRECHSEL moved to enter Executive Session for: Discussion 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; "No final action will be taken in the executive session." COMMISSIONER WIENCLAW 2nd.

Motion Carried.

CHAIRMAN JOY called for roll call vote:

ROLL CALL VOTE:
Commissioner Wienclaw: Yes
Chairman Joy: Yes

Entered Executive Session at 5:04 P.M.

COMMISSIONER WIENCLAW moved to end the Executive Session at 6:02 P.M. CHAIRMAN JOY 2nd the motion:

CHAIRMAN JOY called for roll call vote:
ROLL CALL VOTE:
Commissioner Wienclaw: Yes
Chairman Joy: Yes

Motion Carried

TAKE ACTION ON EXECUTIVE SESSION - DISCUSSION / ACTION ITEM

COMMISSIONER WIENCLAW moved to have SECRETARY SARANTO publish the Administrative Assistant position in the Daily Dispatch with applications closing on December 3rd 3PM and a start date of Jan 3, 2022, with an hourly rate of \$20.00 - \$23.00 plus benefits. CHAIRMAN JOY 2nd.

CHAIRMAN JOY called for roll call vote:
ROLL CALL VOTE:
Commissioner Wienclaw: Yes
Chairman Joy: Yes

Motion Carried

CHAIRMAN JOY stated we should move up the interviews to November 19, 2021, and have all 3 interviews on the same day, would this day work for everyone? COMMISSIONER WIENCLAW stated it would work for him. Since these will be Skype or Zoom meetings, we will need to schedule Mick to do the setup for us.

COMMISSIONER WIENCLAW moved to re-schedule the Chief interviews to November 19, 2021, with the 1st interview from 9-10:30, 2nd one 10:30 - 12:00 and the 3rd one 12:00 - 1:30. CHAIRMAN JOY 2nd.

CHAIRMAN JOY called for roll call vote:
ROLL CALL VOTE:
Commissioner Wienclaw: Yes
Chairman Joy: Yes

Motion Carried

COMMISSIONER RESIGNATION - DISCUSSION / ACTION ITEM

CHAIRMAN JOY shared that Gary Drechsel had turned in his resignation effective November 4, 2021, and we will need to advertise to fill the vacancy of Sub-District 2.

COMMISSIONER WIENCLAW moved to advertise in the Coeur d Alene Press the vacancy of Worley Fire District Fire Commissioner Sub-District 2 with a closing date of November 26, 2021, at 3PM for letters of interest. Interviews will be on November 30, 2021, at the regular Board of Commissioner's meeting held at 4:30pm. CHAIRMAN JOY 2nd.

CHAIRMAN JOY called for roll call vote:

ROLL CALL VOTE:

Commissioner Wienclaw: Yes

Chairman Joy: Yes

Motion Carried

MOUNTANI WEST BANK LINE OF CREDIT - DISCUSSION / ACTION ITEM

SECRETARY SARANTO stated that CHIEF SNEVE had instructed her to apply for an operational line of credit with Mountain West Bank. SECRETARY SARANTO also stated that she has submitted to MWB all reports and documents they have requested except the following resolution stating the wishes of the Board. MWB would also need to know what limit on the line of credit the Board would want and who the signers would be.

RES 2021-06 MOUNTAIN WEST BANK LINE OF CREDIT - DISCUSSION / ACTION ITEM

COMMISSIONER WIENCLAW moved to adopt Resolution 2021-06 Mountain West Bank Line of Credit with a maximum amount of \$350,000.00. Signers on the account would be Chairman Edward Joy and Commissioner Robert Wienclaw. CHAIRMAN JOY 2nd.

CHAIRMAN JOY called for roll call vote:

ROLL CALL VOTE:

Commissioner Wienclaw: Yes

Chairman Joy: Yes

Motion Carried

MOTION TO ADJOURN

COMMISSIONER WIENCLAW moved to adjourn the meeting, COMMISSIONER JOY 2nd the motion: **Motion Carried** 6:27 P.M.

ED JOY, Chairman

ROBERT WIENCLAW, Commissioner

ATTEST BY: _____
Carmen Saranto, District Secretary