

MINUTES OF THE NORTHERN LAKES FIRE PROTECTION DISTRICT BOARD OF FIRE COMMISSIONERS

REGULAR MEETING

February 22nd, 2024 at 10:00 a.m.
Fire Station 1, 125 W. Hayden Ave., Hayden, ID

I. Call To Order

COMMISSIONER PEARCE called meeting to order at 10:00 a.m.

COMMISSIONERS PRESENT: Commissioners Amende, Duncan, Hamilton, Pearce, Washko

OTHERS PRESENT: Fire Chief Riley, Asst. Chief Dill, Division Chief Drechsel, Division Chief Anderson, Secretary Knapp, John Spencer, and Chris Larson

II. Pledge of Allegiance

COMMISSIONER PEARCE led the Pledge.

III. Amend Agenda

There were no amendments to the agenda.

IV. Consent Calendar

The consent calendar was presented for review as follows:

- A. Approval of February 22nd, 2024 Meeting Agenda as presented;
- B. Approval of February 8th, 2024 Regular Meeting Minutes as presented;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of Monthly Financial Report for January

COMMISSIONER DUNCAN made a motion, seconded by **COMMISSIONER WASHKO** to approve the February 22nd, 2024 Consent Calendar as presented.

There was no discussion.

COMMISSIONER PEARCE called for the vote and all were in favor. Motion carried

V. New Business

A. Discussion of Opening Prayer at Board Meeting

COMMISSIONER DUNCAN reported that he had requested this discussion be on the agenda for today's meeting. He stated that he attends many meetings at other agencies in the county and wanted to discuss having an opening prayer similar to those before each District board meeting. **COMMISSIONER DUNCAN** noted that that the DISTRICT CHAPLAIN DAN could be asked to do a guidance prayer for the board before each meeting.

COMMISSIONER WASHKO clarified with **COMMISSIONER DUNCAN** that if the chaplain is not available, that **COMMISSIONER DUNCAN** would be willing to give the guidance prayer.

FIRE CHIEF RILEY noted that DIV CHIEF DRECHSEL is a chaplain and could also provide the opening prayer if CHAPLAIN DAN were not available. There was further discussion on providing a non-denominational prayer of guidance.

COMMISSIONER PEARCE confirmed with all board members and staff members in attendance that they had no issue with an opening prayer.

VI. Reports

A. Chiefs Report – FIRE CHIEF RILEY reported on the following:

1. Station 3 Update: FIRE CHIEF RILEY, ASST. CHIEF DILL, and DIV CHIEF DRECHSEL have met with Extreme Modular Building to tour the modules with further discussion to be held in Executive Session.
2. KC Airport: FIRE CHIEF RILEY and ASST. CHIEF DILL met with Phil Cummings, Operations Manager at the CDA Airport, to discuss the District's staffing of the ARFF station. FIRE CHIEF RILEY reported that the county would like to see the District respond from the ARFF station indefinitely; noting that the current facility use agreement runs through June and will be extended then.

There was discussion on the airport pursuing a control tower that would be staffed more than just temporarily during fire season in May through October. FIRE CHIEF RILEY also reported that the CDA Airport has more takeoffs/landings than many international airports.

COMMISSIONER PEARCE clarified with FIRE CHIEF RILEY that if the District were to receive funding from the county to staff the ARFF station, the staffing would be limited to respond to just the airport and mutual aid. FIRE CHIEF RILEY noted that he has spoken with other fire chiefs who have staffed ARFF stations, including Bend, OR, and has gotten good feedback.

3. Personnel: Had one member return to full duty yesterday from long-term injury/illness leave, with two (2) members still off-duty. Hope to see one of the members back in the next 30 days, with the other out another couple of months.
4. Policy Reviews: While the crews have been busy over the last few weeks, staff has continued working on reviews/acknowledgments of assigned policies.

COMMISSIONER DUNCAN clarified with FIRE CHIEF RILEY that when changes are made to a policy that was already sent out, an email goes out to all members and the policy shows again up in each members' console in Lexipol. **COMMISSIONER DUNCAN** questioned where the highlighted changes can be found. **COMMISSIONER WASHKO** stated that in your Lexipol console, there is a box to click on in the updates box which will then show what has been updated/revised; the member can then compare this side-by-side with the original. **COMMISSIONER PEARCE** agreed that this is very helpful and easy to see the changes.

5. Impact Fees Collected in January 2024:
 - a. City of Rathdrum \$14,102 (rcv'd 2/9)
 - i) 11 residential dwellings
 - b. Kootenai County \$20,482 (rcv'd 2/12)
 - i) 6 residential dwellings
 - ii) 1 commercial project (19,600 sq. ft. manufacturing hangar space)
 - c. City of Hayden \$1,302 (to be mailed out 2/28)
 - i) 1 residential dwelling

Total collected in January was \$35,886 with YTD collection since 8/2022 of \$1,502,936.52 including \$28,778.67 of earned interest.

There was discussion on the Hayden Canyon development moving forward with DIV CHIEF DRECHSEL reporting this includes 1,800 homes and commercial

community centers. There was further discussion on the anticipated phases of the project.

B. Commissioner Reports

There were no commissioner reports.

VII. Public Input

JOHN SPENCER presented information on the city of Hayden's new Public Safety Commission of which he is a member. He reported that the new commission has met just once and is requesting statistical information from the sheriff's dept. and fire district periodically. MR SPENCER stated that the purpose of the Public Safety Commission is to advise the city council on public safety including reviewing statistical data to make recommendations on policy/procedure. He noted that the commission feels the statistics received from law enforcement and fire will help in future funding efforts. FIRE CHIEF RILEY stated that he would be happy to attend the next meeting to report on the District's statistical data, noting that he has done the same report to the Rathdrum City Council in the past.

JOHN SPENCER reported that the city of Hayden has a new website and encouraged the board to visit it. He stated that upcoming events are listed including events on Memorial Day on 5/27 and Veterans Day on 11/11. He asked if the District has a color guard as the city is looking to do local ceremonies this year. FIRE CHIEF RILEY asked MR SPENCER to send him the details so he can have the District's Honor Guard Commander contact MR SPENCER. **COMMISSIONER DUNCAN** reported that the local Civil Air Patrol also has a color guard.

The board thanked MR SPENCER for the information and his support of the District.

VIII. Executive Session

COMMISSIONER WASHKO made a motion, seconded by **COMMISSIONER DUNCAN**, to enter Executive Session pursuant to Idaho Code §74-206 (1)(f) for discussion on controversies imminently likely to be litigated.

COMMISSIONER PEARCE called for discussion. There was no discussion.

COMMISSIONER PEARCE called for a roll call vote: _

ROLL CALL VOTE:

| | |
|-----------------------|-----|
| Commissioner Amende | Yes |
| Commissioner Duncan | Yes |
| Commissioner Hamilton | Yes |
| Commissioner Washko | Yes |
| Commissioner Pearce | Yes |

Motion carried

Entered Executive Session at 10:16 a.m.

Exited Executive Session at 10:59 a.m. There was discussion on a controversy imminently likely to be litigated. No decisions were made.

IX. Adjournment

There being no further business to be brought before the board, the regular meeting was adjourned upon the motion of **COMMISSIONER WASHKO** and as seconded by **COMMISSIONER AMENDE** at 10:59 a.m.

COMMISSIONER PEARCE called for discussion. There was no discussion.

COMMISSIONER PEARCE called for the vote and all were in favor. Motion carried


MICHAEL R. PEARCE, Chairman


DENNIS L. AMENDE, Commissioner


DOUGLAS D. DUNCAN, Commissioner


ZACH S. HAMILTON, Commissioner


JAMES C. WASHKO, Commissioner

I certify that the foregoing is a true and correct copy of the minutes of a duly called meeting of the governing body of the Northern Lakes Fire Protection District held in accordance with all applicable legal requirements, including Idaho Open Meeting Law, on the 22nd day of February 2024

ATTEST BY:


Valerie Knapp, District Secretary

