

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

REGULAR MEETING

June 22nd, 2023 at 10:00 a.m.
Fire Station 1, 125 W. Hayden Ave., Hayden, ID

I. Call To Order

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

COMMISSIONERS PRESENT: Commissioners Amende, Duncan, Halpin, and Pearce

COMMISSIONER ABSENT: Commissioner Washko

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

II. Pledge of Allegiance

COMMISSIONER HALPIN 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 June 22nd, 2023 Meeting Agenda as presented;
- B. Approval of June 8th, 2023 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of Monthly Financial Report for May

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER AMENDE** to approve the June 22nd, 2023 Consent Calendar as presented.

COMMISSIONER HALPIN called for discussion. There was no discussion.

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

V. New Business

A. Resolution 23-03

A resolution entitled *Designating Authorized Signers on District Financial Accounts* was presented for review. FIRE CHIEF RILEY stated that as reported at last meeting, a resolution adding the new Assistant Chief position as an authorized signer in the event of the Fire Chief's absence was drafted for board review and approval. There was discussion on FIRE CHIEF RILEY having surgery on 7/10 and if not available to sign checks/documents, this would authorize ASST. CHIEF DILL to sign in his place.

FIRE CHIEF RILEY also noted that the signature cards will have to be re-signed at the District's bank (First Interstate Bank on Prairie Ave.) by all authorized signers including the board of fire commissioners, FIRE CHIEF RILEY, ASST. CHIEF DILL, and DISTRICT SECRETARY KNAPP. Once the paperwork is ready at the bank, SECRETARY KNAPP will notify the board members and chief officers that they can go in to the bank branch to sign the new signature cards and that they will need to provide photo I.D. as well.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER AMENDE** to approve Resolution 23-03, *Designating Authorized Signers on District's Financial Accounts*, as presented.

COMMISSIONER HALPIN called for discussion. There was no discussion.

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

B. Resolution 23-04

A resolution entitled *Declaring Certain District Personal Property as Surplus to be Sold or Disposed of* was presented for review. FIRE CHIEF RILEY reported that the items include donated scene lights, PPV fans, rescue rope, exercise equipment, and a computer tablet. He stated that the District will try to recoup the stated value of the items upon disposal.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER DUNCAN** to approve Resolution 23-04, Declaring Certain District Personal Property as Surplus to be Sold or Disposed of, as presented.

COMMISSIONER HALPIN called for discussion. There was no discussion.

VI. Reports

A. Chiefs Report – Was presented for review. FIRE CHIEF RILEY reported on the following:

1. Station 3 Update:

- a. The construction of modular station is on schedule and anticipated to be delivered to the site in October.
- b. All site prep should be complete by then, but waiting for confirmation from Kootenai Electric (KEC) that the utility infrastructure will be in place by the end of September. DIV CHIEF DRECHSEL has been working with KEC and the board will have the actual expense to authorize payment to KEC to begin work, i.e., bore under the road, bring in wires, and install a transformer, at their meeting on 7/13.
- c. **Fred's Appliance will be delivering appliances for the new station next week.** FIRE CHIEF RILEY noted that these will be stored in the POD at St 1, with one set of washer/dryer going to the ARFF station in the interim.

2. Donation for Dive Team: Northwest Specialty Hospital has made a \$7,250 donation to the District to purchase equipment for a future dive team. FIRE CHIEF RILEY stated that FF BRODIN and DIV CHIEF ANDERSON will be heading up this program, noting that new policies and guidelines will be put in place before any training begins.

3. Station 3 ARFF: Operations have been running smoothly with the 3rd engine in the ARFF station with no major issues or concerns. FIRE CHIEF RILEY reported that there was a recent issue with a hard landing of a small plane that airport staff responded to instead of calling 9-1-1 for our engine to respond, but working out these details.

4. Local 4045 Wage Opener: A Negotiation Session has been scheduled for tomorrow, 6/23, at 11:30 a.m. for a wage opener; **COMMISSIONER HALPIN** will be attending.

5. III-A Meeting: Attended the annual board of trustees meeting in Boise this week. The trustees adopted a premium increase of 6.1% beginning 10/1, noting that industry trend is 8% to as high as 35%. FIRE CHIEF RILEY stated that the trust is well-funded and performing below industry trend.

6. Apparatus:

- a. The new brush truck has been equipped and is now in service.

- b. One of the new Rosenbauer engines has been delivered to St 1 today, with the second one to be delivered in the next few weeks.
 - c. The BC command vehicle (V-42) is now at Foothills Lincoln in Spokane where it will be on the frame rack today. FIRE CHIEF RILEY reported that their shop is working on a repair estimate and that it sounds like the vehicle is repairable.
7. Impact Fees Collected for May: Fees collected YTD are now \$526,700 with a breakdown of fees collected in May:
- a. Kootenai County - \$7,752 for 6 single unit residential permits;
 - b. City of Rathdrum - \$33,332 for 20 single unit residential permits and 3 duplex residential permits. FIRE CHIEF RILEY reported that the city did remit corrected impact fees from April in the amount of \$92,308.80 for multi-unit apartments that paid as non-residential in error.
 - c. City of Hayden - \$42,022 for 21 single unit residential permits and 2 commercial project permits.
 - d. The total remitted in June for both April and May fees was \$175,414.
8. St 3 Surplus Materials – As requested by the board at last meeting, Admin did get quotes from local recycling companies for an estimate on what the surplus materials from the demolished St 3 are worth; the quotes were approximately \$2,500 for scrap value.

FIRE CHIEF RILEY reported that ads will run for 3 weeks requesting bids of \$2,500 or best offer with a deadline of 10:00 a.m. on 7/13, or the next board meeting. **COMMISSIONER DUNCAN** clarified with FIRE CHIEF RILEY that the ads will run region-wide, i.e., in north Idaho and eastern Washington. There was discussion on having the materials removed from the site before the end of July.

B. Commissioner Reports

There were no commissioner reports.

VII. Public Input

JOHN SPENCER thanked the District for their service and that he appreciates all their hard work. The board thanked MR. SPENCER for his support.

JOEL COLLIE, with Responders Emergency Services Credit Union (RESCU), thanked the District and their first responders for their service. He reported on the credit union being limited to law enforcement, fire, and EMS employees and their family members. He stated that currently they have a branch in Spokane, but are looking at opening one in Coeur d'Alene soon. He stated that he will stay after the meeting to be available for any questions on services or benefits RESCU offers. The Board thanked MR. COLLIE for the information.

VIII. Adjournment

There being no further business to be brought before the board, the regular meeting was adjourned upon the motion of **COMMISSIONER PEARCE** and as seconded by **COMMISSIONER AMENDE** at 10:15 a.m.

COMMISSIONER HALPIN called for discussion. There was no discussion.

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



DAVID P. HALPIN, Chairman

DENNIS L. AMENDE, Commissioner



DOUGLAS D. DUNCAN, Commissioner



MICHAEL R. PEARCE, 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 June 2023.

ATTEST BY:



Valerie Knapp, District Secretary

