

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

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**PUBLIC HEARING**

**REGULAR MEETING**

May 26<sup>th</sup>, 2022 at 10:00 a.m.  
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, Pearce, and Washko

**OTHERS PRESENT:** Fire Chief Riley, Division Chief Mather, Division Chief/Fire Marshal Drechsel, Secretary Knapp, John Spencer, Fritz Wiedenhoff, Matt Legg, Mike Avilla, and Caleb Tyler

**II. Pledge of Allegiance**

**COMMISSIONER HALPIN** led the Pledge.

**III. Public Hearing**

**A. Presentation of 2021-2031 Capital Improvements Plan**

A copy of the Northern Lakes Fire District Impact Fee Study and Capital Improvement Plan Final Report was presented for review. FIRE CHIEF RILEY reported that the report was developed by the Development Impact Fee Advisory Committee (DIFAC) along with the consultant, Anne Wescott with Galena Consulting. The Capital Improvement Plan (CIP) identifies amounts identified for future growth that would be funded with development impact fees, or \$1,302/unit for residential and \$0.65/unit for non-residential (*see Page 13 of Final Report*).

There was discussion on the status of collection of development impact fees. **COMMISSIONER DUNCAN** clarified with FIRE CHIEF RILEY that the fees to be collected on behalf of the District do not include new ambulances, and that the county EMS system is also in the process of impact fee collection.

**B. Public Comment**

**COMMISSIONER HALPIN** called for public comment. There was no public comment.

**C. Resolution 22-04**

Resolution 22-04, entitled *Resolution Making Certain Findings; Adopting the Northern Lakes Fire District Capital Improvements Plan; Directing the District Secretary; and Setting an Effective Date*, was presented for review.

**COMMISSIONER PEARCE** made a motion, seconded by **COMMISSIONER WASHKO** to approve Resolution 22-04, *Resolution Making Certain Findings; Adopting the Northern Lakes Fire District Capital Improvements Plan; Directing the District Secretary; and Setting an Effective Date* as presented.

**COMMISSIONER HALPIN** called for discussion. There was no discussion.

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

**IV. Amend Agenda**

There were no amendments to the agenda.

## V. Consent Calendar

The consent calendar was presented for review as follows:

- A. Approval of May 26<sup>th</sup>, 2022 Meeting Agenda as presented;
- B. Approval of May 12<sup>th</sup>, 2022 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of Monthly Financial Report for April

**COMMISSIONER PEARCE** made a motion, seconded by **COMMISSIONER AMENDE** to approve the May 26<sup>th</sup>, 2022 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

## VI. Reports

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

1. 2022 Labor Negotiations – Local 4045 has provided written notice of intent to open negotiations for the contract renewal.
2. Employee Injury Status – Three employees remain off-duty for an extended time. One employee has been released to duty later this month; one may possibly be released to duty next month; and one is not expected to return to full duty.
3. Fire Station Design – The Station Design Committee (DIV CHIEF MATHER, ENGINEER PAULSON, and FF/MEDIC TULL) traveled to South Dakota earlier this week to visit a pre-fab building site to assess the fire station designs. FIRE CHIEF RILEY reported that the Station Design Committee will be making a report to command staff next week. **COMMISSIONER PEARCE** and **COMMISSIONER WASHKO** stated they would both like to attend the meeting next Tuesday as well. FIRE CHIEF RILEY also reported that representatives from L&H Industrial will be here next week to meet with committee and to visit the site at St. 3; he asked if the two commissioners could also attend this meeting as well (Thursday).

**COMMISSIONER WASHKO** clarified with DIV CHIEF MATHER that during the on-site trip to South Dakota, the company was able to answer two pages of questions and that the committee was satisfied with their answers.

**COMMISSIONER HALPIN** clarified with DIV CHIEF MATHER that these pre-fab buildings are built in Canada at a facility near Calgary; and that the build-out is 10 days.

There was discussion on different options for an entire pre-fab station vs. the pre-fab crew quarters building attached to the existing St 3 with a walkway.

4. Impact Fees – In the process of entering into Intergovernmental Agreements with cities of Rathdrum and Hayden, as well as with the county eventually, for impact fees to be collected on the District's behalf. FIRE CHIEF RILEY reported that the city of Rathdrum has made changes to their IGA by adding language that they won't collect the fire impact fees until the other two agencies (the city of Hayden and Kootenai County) are also collecting fire fees. He noted that he has spoken to the mayor and city administrator to request the clause be taken out. FIRE CHIEF RILEY stated that he will keep the board updated on the status of impact fee collection with each agency.

FIRE CHIEF RILEY further reported that according to Idaho statute, unless at least one agency collects impact fees on the District's behalf by 12/31, the District will



have to start the process over again in January 2023; he also noted that the new process would be required to have separate DIFACs for each agency vs. the one District DIFAC due to a change in the statute on July 1, 2021.

**COMMISSIONER WASHKO** clarified with FIRE CHIEF RILEY that the city of Rathdrum is following their legal counsel's advice by adding the change to the IGA. **COMMISSIONER DUNCAN** clarified with FIRE CHIEF RILEY that the city of Rathdrum wants to wait until the other two agencies (city of Hayden and Kootenai County) start collecting impact fees for the District before they will.

5. Inaugural Fire Academy Video Presentation – FIRE CHIEF RILEY reported that FIREFIGHTER SORENSON and ENGINEER LEGG, the Academy lead instructors, put together a video of the District's first Fire Academy and would like to present that for the board today. He also reported that the four recruits' badge pinning was postponed until next meeting (6/9) as one recruit is scheduled to take their NREMT test today.

The Fire Academy video was played and lasted approximately 10 minutes. DIV CHIEF MATHER reported that the four recruits had a personalized flag display box made and presented it to District staff with the American flag that was flown at the training tower during the Academy. It is now on display in the trophy case in the board/conference room.

#### B. Commissioner Reports

There were no commissioner reports.

### VII. Public Input

UNION PRESIDENT LARSON requested that the schedule for contract negotiations take place on "C" or Green shifts as the union reps that will be participating are assigned to other shifts; FF PITTS on "A" or Red, and FF/MEDIC AAGESEN on "B" or Blue. FIRE CHIEF RILEY stated that he will meet with PRESIDENT LARSON to discuss dates/times and will then get back to **COMMISSIONER HALPIN** and **COMMISSIONER WASHKO** to clear the dates with them.

JOHN SPENCER reported he was not able to attend the last Hayden Safety Committee Task Force meeting and had no update. As a member of the DIFAC, he asked the board what the committee could do to assist in moving forward the impact fee collection by the three agencies. He noted that when the process first began a year ago, there was a lot of public support for growth "paying for itself". He also questioned why the city of Rathdrum would want to wait for these impact fees that will benefit the city's population by providing better fire/emergency services.

FIRE CHIEF RILEY reported that the Idaho Fire Chiefs Assoc. (IFCA) is considering lobbying for future ordinance authority for fire districts to be able to collect impact fees vs. having other agencies with ordinance authority do so; noting that other Idaho fire districts are having issues with IGAs as well.

**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 10:39 a.m.

**COMMISSIONER HALPIN** called for discussion. There was no discussion.

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

  
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DAVID P. HALPIN, Chairman


  
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DENNIS L. AMENDE, Commissioner

  
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DOUGLAS D. DUNCAN, Commissioner

  
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MICHAEL R. PEARCE, Commissioner

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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 26<sup>th</sup> day of May 2022.

ATTEST BY:   
Valerie Knapp, District Secretary

