

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

**PUBLIC HEARING
REGULAR MEETING**

March 14th, 2024 at 10:00 a.m.
125 W. Hayden Ave., Hayden, Idaho

I. Call To Order

COMMISSIONER PEARCE called the Regular Meeting to order at 10:00 a.m.

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

COMMISSIONER ABSENT: Commissioner Washko

OTHERS PRESENT: Fire Chief Riley, Asst. Chief Dill, Division Chief Anderson, Division Chief Drechsel, Secretary Knapp, Chris Larson, John Spencer, Mike Gow, Garrett Kitterman, Mariano w/ CDA Servpro, Matt Legg, Nate Combes, Dan Atkisson, Brad Belmont, and Cooper Sutton

II. Invocation

District Chaplain Dan Atkisson provided the invocation.

III. Pledge of Allegiance

COMMISSIONER PEARCE led the Pledge of Allegiance.

IV. Amendments to the Agenda

FIRE CHIEF RILEY requested that the board also cite Idaho Code §74-206 sub section (1) (f) when going into Executive Session as new information on controversies imminently likely to be litigated was received from legal counsel after the meeting agenda was posted.

V. Consent Calendar

The consent calendar for March 14th, 2024 was presented for review as follows:

- A. Approval of March 14th, 2024 Meeting Agenda as amended;
- B. Approval of February 22nd, 2024 Regular Meeting Minutes as presented;
- C. Approval of Unpaid and Paid Bills Lists as presented;
- D. Review of YTD Financial Report for February.

COMMISSIONER DUNCAN made a motion, seconded by **COMMISSIONER AMENDE** to approve the March 14th, 2024 Consent Calendar as presented.

COMMISSIONER PEARCE called for discussion. There was no discussion.

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

VI. Presentation of Petition for Annexation

A Petition for Annexation of property owned by Mary Vanderbilt was presented for review. The property is described as Parcels 51N03W021200 and 51N03W026100. A legal description and maps of the parcels were included in the petition presented.

FIRE CHIEF RILEY reported that the property is commonly known as 20742 E Hayden Lake Road with the petition, legal description and maps included in the packet presented to the board.

DIV CHIEF DRECHSEL reported that he has been out to the property many times and that the parcels meet eligibility for annexation. He noted that the properties have been part of the hazard mitigation project on the back side of Hayden Lake.

VII. Public Comments

There was no public comment.

VIII. Discussion and Approval of Petition for Annexation

COMMISSIONER DUNCAN made a motion, seconded by **COMMISSIONER AMENDE** to approve the Petition for Annexation signed by the legal owner of the properties described therein and further described in Exhibit A of the Order for Annexation, as presented.

COMMISSIONER PEARCE called for discussion.

COMMISSIONER PEARCE clarified with DIV CHIEF DRECHSEL that the parcels contain 330 acres total and there are no issues with the property being annexed into the District.

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

IX. Reports

A. Chief's Report – FIRE CHIEF RILEY reported that he will report in Executive Session.

1. Staff/Operational Reports

- a. Assistant Chief Report – Was presented for review. ASST. CHIEF DILL reported on the following:
 - i. Attended a leadership conference in California 2/25-2/29 and was on vacation last week.
 - ii. The hiring committee met yesterday with new members volunteering. Will be evaluating a new recruitment/testing platform.
 - iii. The levy committee is working on deadlines for the upcoming election season (Nov.).
 - iv. DIV CHIEF ANDERSON is working on a tracking program for District PPE that will identify age and condition of current sets, as well as their replacement status.
 - v. No significant issues to report with apparatus.
 - vi. Continue to work on completing the St 3 project.
 - vii. DIV CHIEF DRECHSEL is working through issues we're having with garage and man doors at both St 1 and St 2 due to wear and tear.
- b. Fire Training/EMS Report – Was presented for review. DIV CHIEF ANDERSON reported on the following:
 - i. KCEMSS –
 - a) Ambulance committee looking at new ambulances
 - b) Narc Policy and Procedure to be complete by 6/1
 - c) New medical director, Dr. Hardy, will be doing a ride along
 - ii. Task Books –
 - a) Batt Chief: CAPT SORENSON has completed his task book with CAPT PAULSON anticipated to complete his soon. There are two more working on their task books.
 - b) Captain: Two are working on their task books.
 - c) Engineer: Three working on task books with one completing last week.

- iii. Training –
 - a) Acquired structure on Dakota Ave for a 1403 live fire training in April
 - b) The six captains are part of the training group working on best practices
 - c) Walkthroughs by DIV CHIEF DRECHSEL with all battalions in new buildings (KEC and Hayden Surgery).
 - d) Busy with the training calendar and meetings
- c. Prevention/Fire Marshal Report – Was presented for review. DIV CHIEF DRECHSEL reporting the following:
 - i. Took the crews through a full tour of the Hayden Surgery Center as it is a large building with intricate details; crews will work on medical emergency and fire plans.
 - ii. Crews toured the new Kootenai Electric Building with CDA Fire and their ladder truck. DIV CHIEF DRECHSEL thanked **COMMISSIONER HAMILTON** for also participating in this tour.
- d. Bureau Report – For February was presented for review.
- e. Overtime Report – For February was presented.
- f. Run Report – For February was presented.

B. Commissioner Reports

There were no commissioner reports.

X. Public Input

JOHN SPENCER thanked the District's Honor Guard for agreeing to participate in the city of Hayden's Memorial Day and Veterans' Day observances. He stated that he will be working with CAPTAIN SORENSON on two events on Memorial Day, at the beach and at McIntire Park.

MR. SPENCER reported that FIRE CHIEF RILEY will be presenting fire district statistics at the next city's Public Safety Commission meeting. He reported on a recent survey that went out to all city residents with responses showing 40% are concerned with public safety and another 40% are concerned with growth.

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

I. Executive Session

COMMISSIONER AMENDE made a motion, seconded by **COMMISSIONER DUNCAN**, to enter Executive Session pursuant to Idaho Code §74-206 (1)(a), (1)(b), and (1)(f) for consideration of hiring an employee, to consider the evaluation of an employee, and for discussion on controversies imminently likely to be litigated.

COMMISSIONER PEARCE called for discussion. There was no discussion.

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

Entered Executive Session at 10:15 a.m.

Exited Executive Session at 10:46 a.m. There was consideration of hiring an employee, discussion of an employee's evaluation, and discussion on a controversy imminently likely to be litigated. No decisions were made.

XI. Adjournment

There being no further business to be brought before the Board, the Regular Meeting was adjourned upon the motion of **COMMISSIONER DUNCAN** and as seconded by **COMMISSIONER HAMILTON** at 10:46 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



ZACK 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 public hearing and 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 14th day of March 2024.

ATTEST BY:



Valerie Knapp, District Secretary

