

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

November 9th, 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, Pearce and Washko

OTHERS PRESENT: Fire Chief Riley, Asst. Chief Dill, Division Chief Drechsel, Division Chief Anderson, Secretary Knapp, Brad Belmont, Chris Larson, Matt Legg, Tyler Turrell, and Nate Combes

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 November 9th, 2023 Meeting Agenda as presented;
- B. Approval of October 26th, 2023 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of YTD Financial Report for October

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER AMENDE** to approve the November 9th, 2023 Consent Calendar as presented.

COMMISSIONER HALPIN called for discussion.

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

V. New Business

A. Interagency Exemption Agreement with Lakes Highway District

An Interagency Exemption Agreement between the District and Lakes Highway District (LHD) was presented for review. FIRE CHIEF RILEY reported that DIV CHIEF DRECHSEL recently discovered language in the Kootenai County Land Use and Development Code allowing for exemptions in building requirements for public service/public safety facilities. After discussion with legal counsel, an agreement was drawn up for both agencies to accept responsibility and hold harmless both parties for not imposing requirements, i.e., the District not imposing the International Fire Code (IFC) hydrant requirements for the LHD's new facilities under construction, and LHD not imposing highway code for the District's 2nd driveway at its Garwood/Station 3 site.

FIRE CHIEF RILEY reported that the county will issue permits upon approval of this exemption agreement by both parties. There was also discussion on the discussion with the county to update their land use and development code as well as their building code to be less restrictive for public facilities.

COMMISSIONER WASHKO clarified with FIRE CHIEF RILEY that the District will not enforce the fire code but LHD agrees to accept all responsibility and hold the District harmless by approving this exemption agreement.

COMMISSIONER PEARCE clarified with FIRE CHIEF RILEY that the Garwood/Station 3 project is still moving forward, but that the approved exemption agreement with LHD will allow the county to approve and issue a certificate of occupancy.

COMMISSIONER DUNCAN made a motion, seconded by **COMMISSIONER PEARCE** to approve the Interagency Exemption Agreement between the District and Lakes Highway District, as presented.

COMMISSIONER HALPIN called for discussion.

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

The board thanked DIV CHIEF DRECHSEL for all of work in resolving the issue with permitting the St 3 project.

VI. Reports

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

1. Fire Commissioner Election (Sub District 2): The county has issued unofficial results for the recent commissioner sub-district election for a write-in candidate. Once the official results are received from the county, the board will approve certificates of election at the next meeting.
2. Fire Station 1: A private citizen who owns land near the station in Hayden has approached FIRE CHIEF RILEY about potentially exchanging land with the District; with just discussion and no commitment made. FIRE CHIEF RILEY will update the board when more information is available.
3. Fire Station 2: Another private citizen also approached FIRE CHIEF RILEY inquiring about a purchasing a portion of our current lot in Rathdrum. The citizen has recently purchased the land next to the fire station and would like to “square up” his parcel. A parcel map image showing the portion discussed was presented for review. FIRE CHIEF RILEY stated that he will review the quit claim deed on the District’s parcel and will have more information to report to the board at a future meeting.
4. Fire Station 3: Site prep is in progress and on track to be completed prior to the delivery of the fire station building.
5. KCEMSS:
 - a. There is a joint powers board (JPB) meeting later today.
 - b. FIRE CHIEF RILEY reported that Prothman provided recruitment services and has recommended a list of candidates for the Chief Officer position. A group of agency chief officers will be reviewing the top 3 candidates today.
6. Airport Operations: FIRE CHIEF RILEY and ASST. CHIEF DILL met with the airport director to discuss having the District staff the ARFF station for another six months. A copy of an extension to the original Facility Use Agreement was presented for review showing the agreement extended through 5/16/2024. Once the Board of County Commissioners has reviewed it, the District can approve it.
7. Labor/Admin Meeting Minutes: A copy of the minutes from the Labor/Admin Meeting held on 10/31 were presented for review.
8. November Board Meeting: A reminder that the next board meeting will be held on Wed., 11/22 due to the Thanksgiving holiday.

9. Apparatus Committee Recommendation: FIRE CHIEF RILEY reported that the apparatus committee met recently and updated our engine specs. The committee is recommending that the District begin the process of ordering two (2) new custom engines now to lock in our place for the build, which would take two years.

There was discussion on ASST. CHIEF DILL working with General Fire on being able to secure a “place in line” now with no financial obligation until placing order and having to pay for the cab/chassis; that the District could back out and just lose their place in line. FIRE CHIEF RILEY stated that there will be a document for the board to review/approve at next meeting. There was further discussion on the engine specs.

COMMISSIONER DUNCAN clarified with FIRE CHIEF RILEY that the board would just be confirming a “place in line” for now, but could always walk away, and would only be financially obligated a year later when paying for the cab/chassis.

COMMISSIONER WASHKO clarified with ASST. CHIEF DILL that the current cost of a custom fire engine is \$1 million, but that if the District waits until after 12/1, the cost will increase by 6% to 12%. **COMMISSIONER PEARCE** clarified with ASST. CHIEF DILL that the current price would be locked in if the board approves to secure a “place in line” now.

There was further discussion on the cost of the new engines being \$650,000 with discounts for purchasing two and pre-payment of the chassis.

ASST. CHIEF DILL stated that there will be new emissions standards for apparatus taking effect in 2025 which will require the District to update their exhaust systems. He recommended purchasing the two new engines prior to then to save the cost of replacing those systems at each station.

10. FIRE CHIEF RILEY reported that DIV CHIEF DRECHSEL has gotten quotes for a backup generator for the new St 3, noting that the lowest bid came in from Cummins. There was discussion on the generator having to be NFPA compliant with a sound shield.

COMMISSIONER WASHKO clarified with DIV CHIEF DRECHSEL that the District has purchased Western States generators in the past, but that our generator maintenance vendor has confirmed he will be able to service the Cummins unit as well.

11. Staff/Operational Reports: Were presented for review including:
- a. Asst. Chief Report – Was presented for review.
 - b. Fire Marshal Summary - Was presented for review.
 - c. Fire Training/EMS Division – Was presented for review.
 - d. Bureau Report for October – Was presented for review.
 - e. Overtime Report for October – Was presented for review.
 - f. Run Report for October – Was presented for review.

B. Commissioner Reports

There were no commissioner reports.

VII. Public Input

DEPUTY FIRE MARSHAL LARSON reported that Hauser Fire will be holding their annual Pancake Breakfast with Santa on Sunday, 12/10 from 7:00 a.m. to 3:00 p.m. with a suggested donation of \$3. All donations this year will go toward helping a 4-year-old with cancer from Hayden. He also noted that there is a link to a Go Fund Me site to make donations on the District's Facebook page.

The board thanked DEPUTY FIRE MARSHAL LARSON 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 10:21 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 9th day of November 2023.

ATTEST BY: 
Valerie Knapp, District Secretary

