

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

REGULAR MEETING

July 28th, 2022 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, Division Chief Mather, Division Chief Dill, Secretary Knapp, and Brad Belmont

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 July 28th, 2022 Meeting Agenda as presented;
- B. Approval of July 14th, 2022 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of YTD Monthly Financial Report for June

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER AMENDE** to approve the July 28th, 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

V. New Business

A. Intergovernmental Agreement and Joint Powers Agreement

An *Intergovernmental Agreement and Joint Powers Agreement for the Collection and Expenditure of Development Impact Fees for Fire District System Improvements between the City of Rathdrum and Northern Lakes Fire District* was presented for review.

CHIEF RILEY reported that the intergovernmental agreement (IGA) is a standard agreement that allows the city to collect impact fees on the District's behalf. He noted that eventually the board will see similar agreements with the City of Hayden and Kootenai County.

COMMISSIONER PEARCE clarified with CHIEF RILEY that at their next city council meeting, Rathdrum will be approving an ordinance and setting an effective date for collecting the fire impact fees.

COMMISSIONER DUNCAN clarified with CHIEF RILEY that the city of Rathdrum's ordinance will supersede language in the IGA regarding other jurisdictions (city of Hayden and Kootenai County) passing the same ordinance by the end of the year. **COMMISSIONER DUNCAN** also clarified with CHIEF RILEY that he does not anticipate any issues moving forward with collection by the city of Hayden or Kootenai County.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER AMENDE** to approve the *Intergovernmental Agreement and Joint Powers Agreement for the Collection and*

Expenditure of Development Impact Fees for Fire District System Improvements between the City of Rathdrum and Northern Lakes Fire District 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. Establish Impact Fee Capital Projects Fund (LGIP)

FIRE CHIEF RILEY reported that per the agreement just approved for the collection of impact by the city of Rathdrum, the District has to maintain any impact fees collected in an interest-bearing account. He noted that the District currently has an investment account with the Local Government Investment Pool (LGIP) for operating funds and can apply to open a separate Interest Bearing Capital Projects fund account for impact fees. An *Additional Funds Application* with the LGIP was presented for review.

There was discussion on the District required to track the transferred impact fees from the city including the date paid, amount, name of payer, identification of the real property, etc.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER DUNCAN** to approve establishing an Impact Fee Capital Projects Fund and submit the *Additional Funds Application* to the Local Government Investment Pool (LGIP) 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 – There was a Negotiation Meeting yesterday (7/27) and the wage scale for fiscal year 2023 was agreed to with some contingencies; there are still on-going negotiations for other articles that will be addressed again at next meeting on 8/3.
2. Impact Fees – There is a meeting scheduled for the county Planning and Zoning committee later today and anticipate the committee will approve recommending that the county adopt an agreement to collection fire impact fees at a public hearing on 8/9. FIRE CHIEF RILEY also reported that the city of Hayden will be adopting an agreement on 8/23.
3. Hiring – The hiring committee will be doing interviews on 8/10-8/12 at St 2 in Rathdrum. Twenty-one candidates applied including 5 Paramedics, six AEMTs, and 10 EMT-Bs.
4. Fire Station Design – EMS CHIEF DILL has been working with the District's bank and the Panhandle Area Council (PAC) to get a quote/terms to finance, as well as quotes for a lease purchase through the company. **COMMISSIONER PEARCE** clarified with FIRE CHIEF RILEY that the water district has agreed to allow a new building on current site to hook up, and that the District has a "grandfathered" status with Panhandle Health District for septic.

COMMISSIONER WASHKO clarified with CHIEF RILEY that impact fees would cover the cost of any lease purchase as the new St. 3 is identified in the Capital Improvement Plan (CIP) for new growth. **COMMISSIONER HALPIN** clarified with CHIEF RILEY that the company has quoted a 10-month timeframe from date of contract to the new building being on-site and operational. There was further discussion on site prep including removing the existing building.

B. Commissioner Reports

There were no commissioner reports.

VII. Public Input

There was no public input.

VIII. 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 PEARCE** at 10:17 a.m.

COMMISSIONER HALPIN called for discussion. There was no discussion.

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



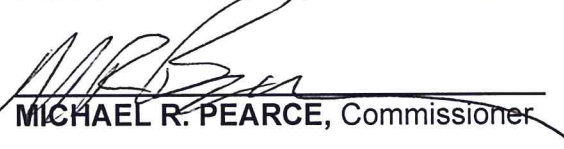
DAVID P. HALPIN, Chairman



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 28th day of July 2022.

ATTEST BY:



Valerie Knapp, District Secretary

