

**MINUTES OF THE NORTHERN LAKES FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
PUBLIC BUDGET HEARING  
REGULAR MEETING**

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August 25<sup>th</sup>, 2022 at 10:00 a.m.  
125 W. Hayden Ave., Hayden, Idaho

**I. Call To Order**

**COMMISSIONER HALPIN** called the Public Budget Hearing 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, Chris Larson, Kevin Croffoot, John Spencer, Luke Michael and Mike Duke

**II. Pledge of Allegiance**

**COMMISSIONER HALPIN** led the Pledge of Allegiance.

**III. Presentation of Proposed FY 2023 Operating Budget**

The *Proposed Operating Budget Fiscal Year 2022-2023* was presented for inspection and review. Per Idaho Code §31-1422 (2), the hearing date and time had been posted at Station I and published as a legal notice in the *Coeur d'Alene Press* on August 13<sup>th</sup>, 2022.

FIRE CHIEF RILEY noted that the proposed budget as presented did not change from the budget presented at the last regular meeting on 8/11 and that Admin Staff is recommending the board adopt the budget as presented and approve the levy of taxes on all taxable property in the District. Copies of the *Proposed Operating Budget Fiscal Year 2022-2023* were made available to public in attendance.

**COMMISSIONER PEARCE** clarified with FIRE CHIEF RILEY that the District has not yet been notified of whether the SAFER grant application will be awarded.

FIRE CHIEF RILEY reported that a budget revenue account has been created for the collection of intergovernmental development impact fees and an expense account for expenditure of the fees; noting that the budgeted amounts are just an estimate as the District does not yet know what amounts will be collected. There was further discussion on impact fee revenues being included in the District's annual audit report and the reporting/tracking that will be required as these fees are paid.

**IV. Public Comment**

**COMMISSIONER HALPIN** asked for public comment.

JOHN SPENCER clarified with FIRE CHIEF RILEY that the sources of anticipated non-tax levied revenue as shown in the proposed budget include EMS contract fees, impact fees, fire prevention fees, sales tax proceeds, with miscellaneous revenues for reimbursement of wildland fire deployment and hazmat response costs.

**V. Levy of Tax and Adoption of Fiscal Year 2022-2023 Operating Budget**

Resolution 22-05 was presented for review as follows:

WHEREAS, the Northern Lakes Fire Protection District has caused an annual budget to be prepared and presented to the Board of Commissioners to appropriate funds for the year beginning October 1, 2022 and ending September 30, 2023, and

WHEREAS, the proposed budget has been reviewed and approved by the Board of Commissioners of the Northern Lakes Fire Protection District, and,

WHEREAS, the proposed budget has been posted for public review and advertised as required by Idaho Code Section 31-1422, and,

WHEREAS, a public hearing upon the adoption of this proposed budget has been properly noticed and scheduled as required by Idaho Code Section 31-1422, and

WHEREAS, the proposed revenues are summarized as follows:

Anticipated Property Tax Revenue	\$ 6,610,000
Anticipated Non-Tax Levied Revenue	<u>3,157,650</u>
Total Anticipated Revenue	\$ 9,767,650

and,

WHEREAS, the proposed expenditures are summarized as follows:

Anticipated Wages/Personnel Expenses	\$ 7,798,640
Anticipated Administrative/Office Expenses	187,300
Anticipated Liability Insurance Expenses	70,250
Anticipated Professional Fee Expenses	44,250
Anticipated Station Expenses	148,500
Anticipated Communication Expenses	55,000
Anticipated EMS Expenses	65,600
Anticipated Fire Battalion Expenses	174,600
Anticipated Inspection/Prevention Expenses	7,700
Anticipated Training Expenses	62,000
Anticipated Vehicle Repair & Maintenance	85,000
Anticipated Vehicle Fuel Expenses	45,000
Anticipated Capital Equipment Expenses	973,000
Anticipated Contingency Expenses	50,000
Anticipated Lease Expenses	810
Total Anticipated Expenditures	\$ 9,767,650

NOW THEREFORE BE IT RESOLVED, that the proposed tax shall be levied upon all property within the boundaries of the Northern Lakes Fire Protection District, as authorized by Idaho Code Section 31-1423.

FURTHER, BE IT RESOLVED, that the proposed budget as approved by the Board of Commissioners of the Northern Lakes Fire Protection District for the year beginning October 1, 2022 and ending September 30, 2023, is hereby adopted by resolution and the Fire Chief and Management are hereby authorized to make expenditures provided for in said budget, provided that said expenditures are consistent with Idaho State Code and the policies of the Northern Lakes Fire Protection District.

FURTHER, BE IT RESOLVED, that the proposed expenditures are hereby appropriated and authorized.

**COMMISSIONER PEARCE** made a motion, seconded by **COMMISSIONER WASHKO** to approve Resolution 22-05 as presented approving the Fiscal Year 2022-2023 Operating Budget and adopting by resolution 100% of the allowable levy of property tax on all property in the District as authorized by Idaho Code §31-1423.

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

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

#### **VI. Close Public Budget Hearing**

**COMMISSIONER HALPIN** closed the Public Budget Hearing and opened the regular board meeting.



## VII. Amendments to the Agenda

FIRE CHIEF RILEY requested that the board amend agenda per Idaho Code 74-204(4)(c) due to less than 24 hours before the meeting, and after agenda was posted 48 hours in advance, the City of Hayden adopted the Intergovernmental Agreement and Joint Powers Agreement with Northern Lakes Fire for the collection and expenditure of development impact fees. CHIEF RILEY stated that he recommends the board declare an emergency that if the agreement is not approved by the board today that it would delay the collection of impact fees for District system improvements.

**COMMISSIONER PEARCE** made a motion, seconded by **COMMISSIONER AMENDE** to amend the agenda to include under New Business the approval of the City of Hayden/Northern Lakes Fire Protection District Intergovernmental Agreement and Joint Powers Agreement for the Collection and Expenditure of Development Impact Fees for Fire District System Improvements.

The Board's consensus was that due to the agreement being adopted by the City of Hayden less than 24 hours before the meeting and declaring an emergency that without board approval of the agreement today, it would delay the collection by the City of fire impact fees for District system improvements.

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

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

## VIII. Consent Calendar

The consent calendar for August 25<sup>th</sup>, 2022 was presented for review as follows:

1. Approval of August 25<sup>th</sup>, 2022 Meeting Agenda as amended;
2. Approval of August 11<sup>th</sup>, 202 Regular Meeting Minutes as presented;
3. Approval of Unpaid and Paid Bills Lists as presented;
4. Review of Monthly Revenue/Expense Report YTD July.

**COMMISSIONER PEARCE** made a motion, seconded by **COMMISSIONER AMENDE** to approve the August 25<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

## IX. Reports

A. Chief's Report – Was presented for review. FIRE CHIEF RILEY reported the following:

1. Impact Fee Update –

- a. Attended the Hayden City Council meeting last night with the council voting to adopt the IGA/JPA to start collecting fire impact fees and passing a resolution to put them in place.
- b. The City of Rathdrum has begun collecting fire impact fees with our first remittance expected in September. **COMMISSIONER WASHKO** clarified with CHIEF RILEY that the fees will be remitted monthly by the cities.
- c. Kootenai County has scheduled a Planning & Zoning Committee meeting on 9/22 with the BOCC holding a public hearing on 10/13 to ratify collection of development impact fees for the District. CHIEF RILEY also reported that the BOCC has scheduled a meeting for 8/31 to discuss fire and EMS impact fees.

2. Kootenai Co. Treasurer – An email dated 7/29 from the Kootenai Co. Treasurer Steve Matheson was presented for review. FIRE CHIEF RILEY reported that the Treasurer has notified all taxing entities that effective 10/1, the KC Treasurer will no longer be remitting late fees and interest collected on delinquent property taxes to the affected agencies, with a follow up email dated 8/18 further explaining the reasons behind this decision. An emailed response to all taxing districts from Post Falls Mayor Jacobson dated 8/23 was



also presented for review. In the Mayor's email, he states that the cities of Post Falls, Coeur d'Alene, Rathdrum, Dalton Gardens, and Spirit Lake are objecting to the county making this change and currently drafting a joint letter to the BOCC asking that they not withhold revenues belonging to the taxing districts and requesting to meet for further discussion. The mayor also asks if the other taxing districts would be willing to sign the joint letter as well.

There was discussion on the District having budgeted an anticipated \$30,000 in interest/late fees from the county during next fiscal year. FIRE CHIEF RILEY also noted that the Idaho State Fire Commissioners Assoc. (ISFCA) and the Assoc. of Idaho Cities (AIC) are disagreeing with the KC Treasurer's decision as well.

The Board's consensus was for FIRE CHIEF RILEY to notify Post Falls that the District would like to be included on the joint letter being drafted to the BOCC, but does not approve incurring any legal fees regarding the issue.

3. New Hires – The top three candidates have accepted conditional offers of employment with a start date of 9/14 for the recruit fire academy. FIRE CHIEF RILEY thanked ENG/MEDIC LEGG for his work during DIV CHIEF MATHER's absence on getting them fitted for PPE and that DIV CHIEF/FIRE MARSHAL DRECHSEL will be getting them set up with uniforms and equipment. **COMMISSIONER HALPIN** clarified with DIV CHIEF MATHER that the District purchases PPE through L.N. Curtis and that they are out 5-6 months, but have stock sets that can be used in the meantime.

There was further discussion on the experience of the three new hires; one currently with Spokane Valley Fire, one from a fire/medical district in Arizona, and one who lives locally but is with the LAFD.

4. FY 2023 Budget Planning – Thanked the board for their continued support during budget planning and to staff for their work on the budget.
5. Congratulations – To DIV CHIEF DILL and his wife on the birth of their new daughter on 8/16.

## B. Commissioner Reports

There were no reports.

### X. Public Input

JOHN SPENCER reported that the city of Hayden is moving forward with putting a question on the ballot in November asking voters to approve an override levy to fund additional sheriff deputies. He also reported that the Citizen Taskforce that was formed to look at adding more law enforcement may become a permanent committee to work on making law enforcement and fire protection more of a priority in the city, including setting up a PAC for funding public education on first responder issues.

There was further discussion on the city levying an additional \$600,000 to fund adding six (6) more deputies for a total of ten (10).

### XI. New Business

#### A. Intergovernmental Agreement and Joint Powers Agreement

An agreement entitled *City of Hayden/Northern Lakes Fire Protection District Intergovernmental Agreement and Joint Powers Agreement for the Collection and Expenditure of Development Impact Fees for Fire District System Improvements* was presented for review.

FIRE CHIEF RILEY reported the agreement is the same standard agreement the board entered into with the city of Rathdrum in July, that allows the city to collect fire impact fees on behalf of the District.

**COMMISSIONER PEARCE** made a motion, seconded by **COMMISSIONER WASHKO** to approve the *City of Hayden/Northern Lakes Fire Protection District Intergovernmental Agreement and Joint Powers Agreement for the Collection and Expenditure of Development Impact Fees for Fire District System Improvements* as presented.

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

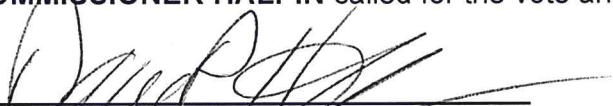
**COMMISSIONER HALPIN** called for the vote and all were in favor. Motion carried

**XII. 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 WASHKO** at 10:29 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 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 25<sup>th</sup> day of August 2022.

ATTEST BY:   
Valerie Knapp, District Secretary

