

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

May 25th, 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 Duncan, Halpin, Pearce and Washko

COMMISSIONER ABSENT: Commissioner Amende

OTHERS PRESENT: Fire Chief Riley, Division Chief Drechsel, Division Chief Dill, Secretary Knapp, John Spencer, Christina Laurie, Matt Legg, and Tyler Turrell

II. Pledge of Allegiance

COMMISSIONER HALPIN led the Pledge.

III. Audit Presentation

CHRISTINA LAURIE, MBA, CPA, of Anderson Bros. CPAs, presented the board copies of the District's Fiscal Year 2022 Financial Audit Reports and Statements for review. She reported that the report is an unqualified opinion and the only changes from prior year report are statements on Page 19 and 20 for new 457(b) contributions audit requirements. She asked if the board had any questions on the report.

COMMISSIONER PEARCE clarified with CHRISTINA LAURIE that the audit went smoothly and there were no issues found.

The board thanked CHRISTINA LAURIE for her presentation.

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 25th, 2023 Meeting Agenda as presented;
- B. Approval of May 11th, 2023 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 DUNCAN** to approve the May 25th, 2023 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. New Business

A. Acknowledgment of Amended and Restated Joint Powers Agreement

FIRE CHIEF RILEY reported that the Idaho Independent Intergovernmental Authority (III-A) board of trustees has met and revised language in their Joint Powers Agreement (JPA) and the Participation Agreement. A summary of the changes to both documents was presented for review, including:

1. Grammar cleanups and edits to both documents;
2. The JPA trust appointment was revised with reassigned seats changing since inception; irrelevant information removed included language re: contract administrator now that the Trust has employees;
3. The Participation Agreement Number 8 was adjusted to match the board of trustees as outlined in the JPA.

A copy of the revised JPA and Participation Agreement were also presented for review. FIRE CHIEF RILEY noted that the III-A legal counsel has advised that III-A member agencies just need to approve and sign the Acknowledgment.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER WASHKO** to approve the Acknowledgement of the Idaho Independent Intergovernmental Authority (III-A) Amended and Restated Joint Power Agreement and Participation Agreement, as presented.

COMMISSIONER HALPIN called for discussion. There was no discussion.

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

VII. Reports

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

1. Station 3 Parking: The boundary line adjustment paperwork by the Alpine Store and RV Park is being submitted for approval by the county, after which the District will be able to get their site prep permit. The boundary line adjustment will provide enough land for parking at Station 3.
2. Station 3 ARFF: The plan is to have the 3rd engine responding out of the ARFF station beginning June 1st and will start moving furniture and supplies into the station next week.

COMMISSIONER HALPIN clarified with FIRE CHIEF RILEY that the crews will not be using the observation tower.

3. Admin Promotions – DIV CHIEF ANDERSON began his new assignment as of 5/18 and is spending time learning his new role with DIV CHIEF MATHER and ASST. CHIEF DILL.

COMMISSIONER HALPIN clarified with ASST. CHIEF DILL that he will keep his paramedic certification in his new role.

4. Apparatus – The new brush truck is close to being ready to be put into service for this fire season. **COMMISSIONER PEARCE** clarified with CAPT. LEGG that the brush truck is currently at St 2 to have gear and equipment relocated to it.

FIRE CHIEF RILEY reported that one of the new Rosenbauer engines is currently at General Fire in Spokane being outfitted and readied for service. Just waiting on the second engine to be delivered.

5. Battalion 5 Command Vehicle – The 2021 Ford F250 (V-42) was involved in the motor vehicle accident in April. The original body shop could not do the repairs and it will now be taken to Foothills Lincoln in Spokane for another repair estimate. FIRE CHIEF RILEY reported that he has contacted the claims manager who stated that if the repair estimate exceeds the replacement value, then the vehicle would be declared as totaled.

There was further discussion on the timeframe of 2-3 months for repairs. **COMMISSIONER WASHKO** clarified with FIRE CHIEF RILEY that the District has already looked into availability of a new vehicle. FIRE CHIEF RILEY noted that the District has enough command vehicles for now with the Battalion Chief responding out of DIV CHIEF MATHER's (V-45) vehicle; DIV CHIEF MATHER will be responding out of a utility vehicle that was previously used as a command vehicle and still has lights/sirens. He also noted that for the time being, DIV CHIEF ANDERSON is using the backup Battalion Chief vehicle (V-28).

6. Legislative Items – FIRE CHIEF RILEY reported that he recently spoke with another local fire agency that recently attempted an override levy that failed to pass with a super majority of voter approval (66 2/3rd), but did have a majority approval. This led to conversations with two local legislators (a state senator and state representative) to request legislation to lower the voter approval to 60% for public safety agencies, which is identical to public education levy voter approval. FIRE CHIEF RILEY, along with ASST. CHIEF DILL, will be meeting with one of the legislators to request that Idaho Code be revised with legislation.
7. Impact Fees for April – Fees collected by the cities and county in April totaled \$171,400, with the amount collected year to date of \$374,500. The District has received \$14,440.80 from Kootenai County and \$140,497.90 from the city of Rathdrum for April fees collected; the city of Hayden collected \$16,526 which will not be received until later this week via check once approved by their city council. FIRE CHIEF RILEY also reported that the city of Rathdrum incorrectly collected commercial (square footage) fees on multi-unit apartments in April that should have been collected as residential (per unit) fees. The city has notified the permit holder and we should see the additional fees eventually.

B. Commissioner Reports

There were no commissioner reports.

VIII. Public Input

JOHN SPENCER clarified with the board that they had received a draft of the Fiscal Year 2022 Audit Report prior to today's meeting. **COMMISSIONER WASHKO** noted the board received a copy of the draft at last meeting and an electronic copy earlier this week.

MR. SPENCER reported that the city of Hayden's Memorial Day events at Honeysuckle Beach and McIntire Park will be on 5/29 and the public is encouraged to attend.

MR. SPENCER stated that he supports FIRE CHIEF RILEY's attempt to have legislation to revise Idaho Code for voter approval of an override levy for public safety agencies from a super majority to a majority of 60%.

The board thanked MR. SPENCER for the information and support.

IX. 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 10:21 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 25th day of May 2023.

ATTEST BY:


Valerie Knapp, District Secretary
