

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

REGULAR MEETING

June 8th, 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, Division Chief Mather, Division Chief Anderson, Secretary Knapp, Chris Larson, Mike Cunningham, Scott Hochberger, Fritz Wiedenhoff, Mike Avilla, Austin Winters, Blake Sorensen, Dan Schaefer, Matt Legg, Nate Combes, Aaron O'Brien, Max Evans, Brad Belmont, Tyler Denham & family, Jason Paulson & family, Eric Sorenson & family, Bill Daniels & family, Garrett Kitterman & family, Jarrod Pitts & family, Amanda Tams & family, Tyler Turrell & family, and Caleb Tyler & family

II. Pledge of Allegiance

COMMISSIONER HALPIN led the Pledge.

III. Amend Agenda

There were no amendments to the agenda.

IV. Presentation

FIRE CHIEF RILEY reported on recent promotions including three captains and six engineers to be sworn in and pinned. He thanked the board and Local 4045 for their support in applying for the SAFER grant which enabled the District to staff a third engine.

FIRE CHIEF RILEY administered the Oath of Position to CAPTAIN DENHAM, CAPTAIN PAULSON and CAPTAIN SORENSON, and to ENGINEER DANIELS, ENGINEER KITTERMAN, ENGINEER PITTS, ENGINEER TAMS, ENGINEER TURRELL, and ENGINEER TYLER.

The newly promoted members were congratulated by all in attendance. Their badges were pinned by family members.

V. Consent Calendar

The consent calendar was presented for review as follows:

- A. Approval of June 8th, 2023 Meeting Agenda as presented;
- B. Approval of May 25th, 2023 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of Monthly Financial Report for May

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER AMENDE** to approve the June 8th, 2023 Consent Calendar as presented.

COMMISSIONER HALPIN called for discussion.

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

VI. New Business

A. Sealed Bids - St 3 Surplus Building Materials

FIRE CHIEF RILEY reported that a second notice for sealed bids was advertised for 15 days per Idaho Code, for the surplus building materials following demolition of St 3. He further reported that no bids were received by the 10:00 a.m. deadline this date.

FIRE CHIEF RILEY reported that the notice of sealed bids included that the minimum appraised value of the materials was \$32,000 but that the board would sell the materials for “adequate and valuable consideration” as they determine. There was discussion on prior notice asking for a minimum bid of \$39,000 and that reasonable effort was made to sell the materials for the minimum bid per Idaho Code.

FIRE CHIEF RILEY recommended having scrap companies provide an estimate of the scrap materials value, and then have the District advertise for bids both inside the District and outside for the materials to be sold for highest bid.

COMMISSIONER PEARCE clarified with FIRE CHIEF RILEY that anyone associated with the appraisal process of the materials cannot buy the materials per Idaho Code. There was discussion on this being the original appraisal done prior to demolition.

There was discussion on putting an ad in the Nickel’s Worth and online marketplace. **COMMISSIONER PEARCE** suggested advertising regionally, i.e. Spokane area.

COMMISSIONER WASHKO suggested getting a value from local scrap companies and then advertise for that minimum bid.

COMMISSIONER HALPIN clarified with FIRE CHIEF RILEY that the materials need to be removed from the site within 30 days so site prep can begin. FIRE CHIEF RILEY noted that the District has been granted a site disturbance permit by the county.

The board’s direction was to get a value estimate from a few scrap companies locally and then advertise for sealed bids with that minimum price both inside and outside. FIRE CHIEF RILEY stated that he will work on having a price estimate by next meeting.

B. Annual Hose Testing Agreement

A 2023 Fire Hose Testing Agreement with National Hose Testing Specialties, Inc. was presented for review.

FIRE CHIEF RILEY recommended moving forward with the agreement again this year, noting that it includes a slight increase from 2022.

DIV CHIEF MATHER reported that the cost per foot for hose testing has increased by \$0.09, going up from \$0.29/foot to \$0.38/foot, but noted there is less hose to test this year and anticipates the overall cost to be the same as last year’s.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER WASHKO** to approve the 2023 Hose Testing Agreement with National Hose Testing Specialties, Inc., as presented.

COMMISSIONER HALPIN called for discussion. There was no discussion.

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

VII. Reports

A. Chiefs Report – Was presented for review. FIRE CHIEF RILEY reported that DIV CHIEF DILL is on vacation today and DIV CHIEF DRECHSEL is doing an on-site fire investigation this morning. He further reported on the following:

1. Command Staff Update: DIV CHIEF ANDERSON has been working with both ASST. DIV CHIEF DILL and DIV CHIEF MATHER and the transition is going very well.

2. Impact Fees: The city of Rathdrum will be collecting the difference in impact fees they collected in April that incorrectly calculated multi-unit apartments as commercial vs. residential, or approximately \$95,000 more, for the District.
3. ARFF Station Update: The 3rd engine (523) has been responding out of the ARFF Station since 6/1. The engine has responded to 115 calls since being staffed with almost 20 calls since being at the airport.
4. Structure Fire: Crews responded to a structure fire over the weekend with engines arriving within 4 minutes to Hayden View Drive. FIRE CHIEF RILEY noted that the 3rd staffed engine made a huge difference with the additional firefighters and water, in addition to mutual aid response.
5. Battalion 5 Vehicle: The Battalion Chief command vehicle (V-46 2022 F250) involved in the accident on 4/23 is now at Foothills Lincoln in Spokane for a repair estimate. FIRE CHIEF RILEY reported that there the original body shop in Post Falls determined they could not repair the vehicle and then would not release the vehicle until the District's insurance paid them in full. He was able to work this out so the vehicle could be moved to the other shop. Foothills Lincoln will be contacting FIRE CHIEF RILEY and the insurance claims manager once they have looked at the vehicle and determined whether they can make the repairs or not. Will know more sometime next week.
6. Signature Authorization: FIRE CHIEF RILEY reported that he will be having surgery this summer and requested the board approve a new resolution authorizing the Assistant Chief to be on the District's checking account signature card so he can sign checks in his absence. He noted that this will also involve all signers having to resign the signature card at the bank. The board's consensus was to move forward with authorizing the Assistant Chief via resolution at the next board meeting.
7. Division Reports were presented for review including:
 - a. Training Division Report: DIV CHIEF MATHER reported on the following:
 - i) With his retirement on Friday, he thanked the board for their support, and stated that it has been his honor and privilege to serve the board, all members, and citizens of the District over the last 24 years.
The board thanked DIVI CHIEF MATHER for his service.
 - ii) Upcoming outside training opportunities include an ICS 300 class and PIO Class.
 - iii) Apparatus Update:
 - a) Both of the new engines have been delivered by Rosenbauer to General Fire in Spokane to have final work done. They should be delivered to the District in the next 2 weeks to have radios installed by FLEET MECHANIC RUSSELL and in-services by CAPT WIEDENHOFF, before being put into service.

There was discussion on where the engines will be assigned, including: New engine (V-47) to St 1 as E521; New engine (V-48) to St 2 as E522; 2016 Rosenbauer demo (V-39) to St 3 as E523. DIV CHIEF MATHER reported that there will be three (3) reserve engines then, or the 2000 HME, 2006 Seagraves,

and 2016 Rosenbauer retrofit. He also reported that a tender and brush truck will be moved to St 3 at the airport. **COMMISSIONER HALPIN** clarified with DIV CHIEF MATHER that there is enough room to store the backup or reserve engines.

- b. Fire Prevention/Fire Marshal Report – Was presented for review.
- 8. The Bureau Report for May was presented for review.
- 9. The Overtime Report for May was presented for review.
- 10. The Run Report for May was presented for review.

B. Commissioner Reports

There were no commissioner reports.

VIII. Public Input

There was no public input.

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 AMENDE** at 10:35 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 8th day of June 2023.

ATTEST BY:



 Valerie Knapp, District Secretary

