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

March 8th, 2016 at 3:00 p.m.
125 W. Hayden Avenue, Hayden, Idaho

I. Call To Order

COMMISSIONER THOMPSON called meeting to order at 3:00 p.m.

COMMISSIONERS PRESENT: Commissioners Amende, Clark, Halpin, Thompson and Washko

OTHERS PRESENT: Fire Chief Riley, Division Chief Mather, Division Chief Van Ert, Fire Marshal Drechsel, Secretary Knapp, Jim Lyon, Gregg Haddick, Cody Moore, Matt Dill, Jerry Moreau and Bill Wright.

II. Pledge of Allegiance

COMMISSIONER THOMPSON led the Pledge.

III. Amendments to the Agenda

There were no amendments to the agenda.

IV. Consent Calendar

The consent calendar for March 8th, 2016 was presented for review as follows:

1. Approval of March 8th, 2016 Agenda as presented
2. Approval of February 23rd, 2016 Regular Meeting Minutes as presented
3. Approval of Unpaid and Paid Bills Lists
4. Review of February Financial Report

COMMISSIONER HALPIN made a motion, seconded by **COMMISSIONER AMENDE** to approve the March 8th, 2016 Consent Calendar as presented.

COMMISSIONER THOMPSON called for discussion. There was no discussion.

COMMISSIONER THOMPSON called for a roll call vote:

ROLL CALL VOTE:	
Commissioner Amende	Yes
Commissioner Clark	Yes
Commissioner Halpin	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

Motion carried

V. Public Input

There was no public input.

VI. New Business

A. Fiscal Year 2017 Budget Hearing Date

A Budget Hearing Notification form for Kootenai County was presented for review; per Idaho Code, the completed form must be submitted to the County Clerk by April 30th each year. SECTRY KNAPP reported that typically the District has held its Budget Hearing on the same day as its regular 2nd meeting of August each year. She noted that this year the 4th Tuesday falls on 8/23 and requested that the board consider either moving the regular meeting, or just holding the public hearing, on the 5th Tuesday of August, or 8/30. There was discussion on receiving the L-2 packet from the county auditor's office in mid-August and having to publish the proposed budget 10 days prior to the hearing.

COMMISSIONER WASHKO made a motion, seconded by **COMMISSIONER AMENDE,** to hold the FY2017 Budget Hearing on August 30th, 2016 at 3:00 p.m. followed by the 2nd Regular Board Meeting of the month.

COMMISSIONER THOMPSON called for discussion. There was no discussion.

COMMISSIONER THOMPSON called for a roll call vote:

ROLL CALL VOTE:	
Commissioner Amende	Yes
Commissioner Clark	Yes
Commissioner Halpin	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

Motion carried

B. Exploration of Contract/Consolidation with Timberlake Fire District

COMMISSIONER CLARK corrected a misstatement he made at the Special Meeting on Fri., 3/4 that if two districts consolidated, their employees have to keep their ranks; Idaho Code only states that they must keep their seniority.

COMMISSIONER HALPIN made a motion, seconded by **COMMISSIONER AMENDE** for the District to not consider exploring a contract/consolidation with Timberlake Lake Fire Protection District at this time.

COMMISSIONER THOMPSON called for discussion. There was no discussion.

COMMISSIONER THOMPSON called for a roll call vote:

ROLL CALL VOTE:	
Commissioner Amende	Yes
Commissioner Clark	Yes
Commissioner Halpin	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

Motion carried

COMMISSIONER THOMPSON stated that he will call Timberlake Fire Commissioner Rudebaugh to see if he wants to meet to discuss the decision.

CHIEF RILEY reported that Timberlake Fire Chief Steele told him earlier today that Spirit Lake Fire District has not yet responded to Timberlake's request to consider consolidation and is assuming they are not interested. CHIEF RILEY stated that he advised Chief Steele that if Timberlake needed any assistance in the future that Northern Lakes Fire is available to help.

There was discussion on a press release that Timberlake Fire is working on regarding their strategic planning process and that they have reached out to other fire agencies.

VII. Reports

A. Chief's Report – CHIEF RILEY reported the following:

1. KCEMSS – Along with CHIEF VAN ERT, met with Chief Way last week to discuss preliminary funding request for FY2017. CHIEF RILEY reported that KCEMSS is working toward basing their funding mechanism on the assessed valuation of KCEMSS and the percentage of revenue each agency generates. He noted that there are currently two formulas being discussed, but until more current figures are available the preliminary numbers are not accurate.
2. Officer Training – There were approximately 50 officers from several fire agencies in attendance at the recent Curt Varone "Managing Disciplinary Challenges" hosted by the NIFCA, including all the District's Battalion Chiefs and Admin Chiefs.
3. Battalion Meetings – Met with all three battalions regarding Timberlake Fire's request for contract/consolidation.
4. Training Report – Was presented for review. CHIEF MATHER reported the following:
   a. Thanked the board and CHIEF RILEY for allowing him to instruct the 80 hour hazmat technician course for two weeks in February. **COMMISSIONER THOMPSON** thanked CHIEF MATHER for representing the District so well, and that the board is proud of his expertise in the field.
   b. There will be familiarization tours for fire agencies at the CDA Airport later this month.
   c. Completed the final inspection, along with CAPT. WIEDENHOFF, of the V-32 (Rosenbauer) retrofit at the Rosenbauer plant last week. CHIEF MATHER reported that there were delays in completion of the retrofit due to time taken to do the retrofit correctly and avoid problems in the future. He further reported that the engine should be delivered by the end of March/early April. **COMMISSIONER CLARK** clarified with CHIEF MATHER that Rosenbauer personnel will drive the engine from their plant to General Fire in Spokane for a final inspection before being delivered to the District.
5. EMS Report – Was presented for review. CHIEF VAN ERT reported on the following:
   a. The Peer Fitness Committee held a meeting on 3/2 to discuss the District's annual physical program. Will be working on getting quotes to determine what group/organization will be used to perform the physicals.
   b. The fitness training on Wednesdays has been going well with a good turnout of staff each week.
6. Fire Marshal Summary – Was presented for review. FM DRECHSEL reported the following:
   a. Have received a petition for annexation of 10 properties into the District; a public hearing has been scheduled for 4/12 at 3:00 p.m., followed by the board's regular meeting. FM DRECHSEL noted that ½ of the properties currently have Fire Protection Contracts with the District. He further noted that he and DEPUTY FM LYON will be going out to look at access on all the properties before the hearing.
   b. **COMMISSIONER THOMPSON** questioned access to the new Ace Hardware in Rathdrum. FM DRECHSEL clarified that the primary access for District apparatus is the Ohio Street service road, with secondary access off Boekel Road. There was further discussion on the side and rear access, but no access off Highway 41 due to ITD requirements.

c. DEPUTY FM LYON thanked the board for allowing him to attend the National Fire Academy last month, and encouraged other fire members to consider taking courses as well. CHIEF MATHER noted that DEPUTY FM LYON passed his ICC Fire Inspector exam. The board congratulated DEPUTY FM LYON.

7. Bureau Report – For February was presented for review.
8. Overtime Report – For February was presented for review.
9. Run Report – For February was presented for review.
10. Correspondence – No correspondence to report.
11. Other – CHIEF RILEY reported that a "Celebration of Life" for Michele Kramer will be held on Sat., 3/12 at 1:00 p.m. at the Shrine Club Event Center, and that all District personnel are invited. He noted that CAPT. KRAMER asked that all those in attendance please wear bright colors in memory of Michele.

B. Commissioner Reports
No reports.

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 HALPIN** at 3:25 p.m.

COMMISSIONER THOMPSON called for the vote and all were in agreement to the motion.

TERRY J. THOMPSON, Chairman

DENNIS L. AMENDE, Commissioner

LARRY R. CLARK, Commissioner

DAVID P. HALPIN, Commissioner

JAMES C. WASHKO, Commissioner

ATTEST BY:
Valerie Knapp, District Secretary

NORTHERN LAKES FIRE PROTECTION DISTRICT
DISTRICT SECRETARY