

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

REGULAR MEETING

August 11th, 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 (*via Zoom*), Division Chief Mather, Division Chief/Fire Marshal Drechsel, Secretary Knapp, Chris Larson, and Mike Cunningham

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 August 11th, 2022 Meeting Agenda as presented;
- B. Approval of July 28th, 2022 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of YTD Financial Report for July

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER AMENDE** to approve the August 11th, 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. Review of Proposed Fiscal Year 2022-2023 Budget

The Proposed Fiscal Year 2022/2023 Budget was presented for review. The total proposed budget is for \$9,767,650. FIRE CHIEF RILEY reported that the proposed budget is required per Idaho Code to be published in the local paper at least 10 days prior to the actual budget hearing. The District's public budget hearing will be held on Thu., 8/25 at 10:00 a.m. right before the regular board meeting. CHIEF RILEY noted that today the board will vote to approve publishing the notice of the proposed budget.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER WASHKO** to approve the Proposed Fiscal Year 2022/2023 Budget to be published in the *Coeur d'Alene Press*, as presented.

COMMISSIONER HALPIN called for discussion. There was no discussion.

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

There was discussion on budget amendments likely to be made for the current fiscal year. FIRE CHIEF RILEY noted that there were unanticipated expenditures for personnel expenses in overtime due to staffing of the fire academy in April, as well as long-term injury absences. He also noted that fuel costs were higher than anticipated.

VI. Reports

- A. Chiefs Report – Was presented for review. FIRE CHIEF RILEY reported on the following:
1. 2022 Labor Negotiations – Negotiations have been concluded with Management and Labor representatives coming to an agreement. FIRE CHIEF RILEY reported that he will be meeting with Local 4045 President Larson to go over all revisions to contract articles that were agreed upon, and anticipate having the finalized contract to the board for their review and approval at first meeting in September.
CHIEF RILEY thanked the Labor representatives for their professionalism and hard work during the negotiation process.
 2. Impact Fee Update –
 - a. The county commissioners are working with new staff in Planning & Zoning and had to reschedule their hearing; no word yet on when that will be.
 - b. The city of Hayden's Planning & Zoning recommended at their meeting last week that the city adopt the IGA with the District for collecting fire impact fees. Anticipate that their city council will approve the agreement at their next meeting on 8/23.

COMMISSIONER WASHKO clarified with CHIEF RILEY that the Rathdrum city council did adopt the IGA to collect fire impact fees and anticipates seeing those fees soon. There was discussion on verifying with city's legal counsel on the effective date of collecting the fees.

3. Ongoing Work with Hiring – The recent Lateral Firefighter/EMT hiring process resulted in 21 applications received and 18 candidates participating in oral interviews this week. FIRE CHIEF RILEY noted that the hiring committee will make a recommendation for hiring once all the interviews are complete.
4. Budget Planning – Staff is doing ongoing work with the upcoming fiscal year budget. There was discussion on the delay in receiving tax information from the county with FIRE CHIEF RILEY reporting that the District's new construction figures were up 75% over the prior year and its preliminary net market value increased to more than \$11 billion. He also reported that the District's preliminary levy rate is down from \$0.00094 for this fiscal year to \$0.00057 for FY 2023.
5. Staff/Operational Reports
 - a. Training Report – Was presented for review. DIVISION CHIEF MATHER reported on the following:
 - i. The Battalion Chief testing has been completed resulting in three members on the promotion list.
 - ii. Have been notified that we may see our new brush truck (F550) by 8/25; went over the truck design with General Fire this week.
 - iii. The two new Rosenbauer engines could be ready for the mid-build inspection by the end of September. DIV CHIEF MATHER presented the drawings to the board for review. He noted that any final change could be made during the mid-build inspection at Rosenbauer Minnesota. There was discussion on the design including a rear pump with a panel on the driver's side.
COMMISSIONER HALPIN clarified with DIV CHIEF MATHER that the design is a rescue pumper similar to what the District has now and that the engines are expected to be delivered and in service by

November/December. There was further discussion on specifics of the new engines' design.

- iv. Have been working on a battalion performance evaluation procedure.
 - v. Have inventoried our technical rescue equipment with outdated equipment to be replaced.
 - vi. Apparatus status update from FLEET MECHANIC RUSSELL included in report for review. DIV CHIEF MATHER reported that FLEET MECHANIC RUSSELL has been doing an excellent job staying on top of our fleet preventive maintenance as well as completing any repairs needed.
- b. EMS Report – FIRE CHIEF RILEY reported that EMS CHIEF DILL is out for paternity leave.
- c. Prevention Bureau – Was presented for review. DIV CHIEF/FIRE MARSHAL DRECHSEL reported on the following:
- i. Permits approved in July:
 - a) 155-lot subdivision in Rathdrum (Thayer Farms)
 - b) 15-lot subdivision in Hayden (Redwood Haven)
 - c) 25 single family residential permits in the county last month (outside city limits)
 - ii. Fire investigations included:
 - a) A barn fire on Ramsey Rd. at Highway 53 most likely started by oily rags;
 - b) Three (3) porta-potty fires that were arson involving juveniles; and
 - c) A residential fire on Midtown Loop with total loss of a manufactured home with no injuries.
 - iii. Update on arson fire on Dee Court earlier this year; the perpetrator was sentenced to 15 years for arson and 10 years for taking a hostage.
 - iv. There was discussion on housing starts not yet slowing down with DIV CHIEF DRECHSEL noting that many of the new homes were pre-sold with construction just starting now; and that we are seeing 25-30 residential permits being issued in the unincorporated parts of the county each month.

There was discussion on impact fees being assessed once the house is built and also discussion on upcoming developments in both Rathdrum and Hayden for both residential and commercial.

COMMISSIONER PEARCE clarified with FIRE CHIEF RILEY that apartments are assessed a residential unit impact fee, and that apartment dwelling are considered residential units.
- d. Bureau Report – For July was presented.
- e. Overtime Report – For July was presented.
- f. Run Report – For July was presented.
- g. Budget Considerations – Notes on the proposed FY 2022/2023 budget were presented for review. FIRE CHIEF RILEY reported that a portion of capital funds budgeted for purchase of the two new engines and the new brush truck in

this fiscal year may not be expensed until after October 1 and the funds will be transferred into the new budget from reserves again. He also noted that new accounts were created for anticipated development impact fee revenues and expenditures to fund the District's Capital Improvement Plan (CIP).

B. Commissioner Reports

COMMISSIONER HALPIN clarified with FIRE CHIEF RILEY that the meeting agenda routinely has a "Final Motion" item in the event the board needed to take formal action on an emergency item that was not included in the agenda.

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 10:29 a.m.

COMMISSIONER HALPIN called for discussion. There was no discussion.

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



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 11th day of August 2022.

ATTEST BY: 

Valerie Knapp, District Secretary

