

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

REGULAR MEETING

July 8th, 2021 at 10:00 a.m.
125 W. Hayden Ave., Hayden, ID

I. Call To Order

COMMISSIONER THOMPSON called meeting to order at 10:00 a.m.

COMMISSIONERS PRESENT: Commissioners Halpin, Pearce, Thompson, and Washko

COMMISSIONER ABSENT: Commissioner Amende

OTHERS PRESENT: Fire Chief Riley, Division Chief Mather, Division Chief Dill, Secretary Knapp, Kevin Croffoot, and John Spencer (*in attendance at 10:05 a.m.*)

II. Pledge of Allegiance

COMMISSIONER THOMPSON 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 July 8th, 2021 Meeting Agenda as presented;
- B. Approval of June 24th, 2021 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of YTD Financial Report for June.

COMMISSIONER HALPIN made a motion, seconded by **COMMISSIONER PEARCE** to approve the July 8th, 2021 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 Halpin Yes
Commissioner Pearce Yes
Commissioner Thompson Yes
Commissioner Washko Yes

Motion carried

V. New Business

A. Audit Engagement for Fiscal Year 2021

An Audit Engagement Letter from Anderson Bros. CPAs for audit services to be provided for year ending September 30, 2021, was presented for review. CHIEF RILEY noted that the cost of \$8,500 is no change from the last two years' audit services.

COMMISSIONER WASHKO made a motion, seconded by **COMMISSIONER PEARCE** to approve the audit engagement letter for fiscal year ending September 30, 2021 with Anderson Bros. CPAs, at a cost not to exceed \$8,500.00, as presented.

COMMISSIONER THOMPSON called for discussion. There was no discussion.

COMMISSIONER THOMPSON called for a roll call vote:

ROLL CALL VOTE:

Commissioner Halpin	Yes
Commissioner Pearce	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

Motion carried

VI. Reports

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

1. Impact Fees – Have received the draft Capital Improvement Plan (CIP) from Galena Consulting, however there was a question on the estimated cost per acre for commercial land and it is being clarified.
2. Holiday Weekend Statistics – The District crews responded to 79 incidents over the 4th of July weekend, with an additional 9 concurrent calls that mutual aid had to respond to in-District for 88 total calls. There were 195 man hours spent on the calls we responded to. These calls included 10 human-caused fireworks fires that caused no significant damages or injuries.

COMMISSIONER WASHKO clarified with CHIEF RILEY that the District sent crews to both a wildfire near Cheney and the one in Cataldo. There was discussion on the District brush truck sent to the Cheney Fire breaking down and the alternator is now being replaced; it was noted that the District has its new brush truck available. CHIEF RILEY reported that when responding as part of a joint task force (Kootenai County Joint Wildland Task Force-KCJWTF), the first 24 hours are not eligible for reimbursement, and that our crew was deployed on the Cheney Fire for 12-16 hours.

CHIEF RILEY stated that the District will be purchasing supplies/equipment for self-sufficient 24 hour deployment kits to be kept on the brush trucks, e.g. tents, sleeping bags, etc.

CHIEF RILEY reported that the Idaho Fire Chiefs (IFCA) will be activating a response plan for the Asotin Fire, but that our region will not be releasing assets any farther south than Moscow unless a national declaration is made.

3. Burn Status/Fire Danger – Burning was closed last week with fire danger moving to Very High yesterday; anticipating that fire danger will be raised to Extreme next week. There was further discussion on Stage II fire restrictions being put in place next week as well, which include no camp fires, hoot owl restrictions, and smoking allowed only in vehicles or buildings unless in a barren area cleared of all flammable materials.

COMMISSIONER PEARCE clarified with CHIEF RILEY that the District has not had issues with illegal burning since the burn ban went into effect. There was further discussion on the Cape Horn fire in Bayview in 2015.

4. Meetings Attended – CHIEF RILEY reported that he attended the following meetings:
 - a. Met with a marketing consultant, along with members of the Local 4045 levy committee, to discuss an override levy campaign on 7/1.
 - b. Will be attending a negotiation meeting with Local 4045 on 7/16.
 - c. Attending a Kootenai County OEM meeting this evening (7/8) on Wildland Urban Interface (WUI) wildfires.
 - d. Have been invited to attend a Kootenai County Republicans Panhandle Club meeting tomorrow (7/9).
 - e. Hayden city council meeting on 6/9, along with Anne Wescott of Galena Consulting, to answer any questions related to the resolution for appointment of

the DIFAC. He also reported that he will be speaking at a town hall style meeting along with KCSO Sheriff Morris later today (6/10) at the city park, addressing the impact growth is having on emergency response.

5. Staff/Operational Reports

a. **Training Report** - Presented for review. CHIEF MATHER reported on the following:

- i. Conducted a full-scale tank car fire exercise at the BNSF fueling depot along with members from Timberlake Fire and Hauser Fire yesterday (7/7). The training was well received by the BNSF and their depot has been injury free for more than 6,000 days.
- ii. Our in-house Fire Instructor I class will begin on 7/14.
- iii. Outside training opportunities include a *Crisis Management for School-Based Incidents* class.
- iv. Apparatus:
 - a) The SeaArk fireboat (V-20) is now on Hayden Lake and ready for response.
 - b) Command vehicles that were replaced last month (by the Ford F250's) will now be:
 - i. V-03 2006 GMC Sierra (old 504 Command) will become a plow truck
 - ii. V-04 2007 GMC Sierra (old 503 Command) will become a utility truck to tow the Smokercraft fireboat (V-21) on its trailer.
 - iii. Working on getting a 2nd appraisal of the 1993 Freightliner engine/pumper; General Fire has appraised its value at \$25-\$35 K.

b. **EMS Report** - Presented for review. CHIEF DILL reported on the following:

- i. Have donated a surplus AED to Hayden Canyon School upon their request.
- ii. There were air conditioner failure issues with the ambulance fleet during the recent extreme heat; throughout the county there were 5 units with no A/C in the patient compartment, but have all been resolved by the KCF&R shop.
- iii. Feedback on the EMS Core training from members has been very positive.
- iv. Outside training opportunities are still limited until this fall.
- v. National Testing Network (NTN):
 - a) The transportability study has been completed.
 - b) Have filed an application with the IAFF which could take up to two (2) months to get approved.
- vi. Attended an ALS meeting at KCMESS on 6/15 and the KCEMSS Joint Powers meeting on 6/24.

c. **Fire Marshal Report** – Presented for review. CHIEF RILEY reported that FIRE MARSHAL DRECHSEL is currently attending a fire investigator meeting.

COMMISSIONER HALPIN asked CHIEF RILEY the status of land donation reported on at last meeting. CHIEF RILEY reported that after meeting with the developer, it appears the proposed land donation is in a good location in Rathdrum and that infrastructure is anticipated to be completed within the next 3 years. There was further discussion on the District's preliminary Capital Improvement Plan (CIP) including 2 additional staffed fire stations in the next 5-10 years.

COMMISSIONER THOMPSON clarified with CHIEF RILEY that FIRE MARSHAL DRECHSEL has reached out to a certified appraiser for a value on St 7 (Old Highway 95)

6. Bureau Report – For June was presented for review.

7. Overtime Report – For June was presented for review.
8. Run Report – For June was presented for review.

C. Commissioner Reports

There were no commissioner reports.

VII. Public Input

JOHN SPENCER apologized for coming into the meeting late. MR. SPENCER clarified with **COMMISSIONER THOMPSON** that the District contracts with a private CPA firm for its annual audit, and not with the county. There was discussion on the requirement to submit an audit each fiscal year to the state’s registry.

MR. SPENCER clarified with CHIEF RILEY that the District’s call volume is 19% higher than the period last year. CHIEF RILEY also reported that calls are up by more than 500 in the first half of 2021 compared to 2020. There was further discussion on responses during the 4th of July weekend being higher than last year as well.

VIII. Adjournment

COMMISSIONER THOMPSON made a motion, seconded by **COMMISSIONER WASHKO** to adjourn the meeting at 10:24 a.m.

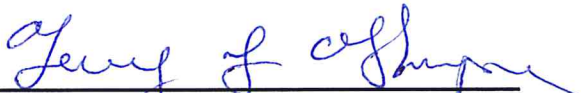
COMMISSIONER THOMPSON called for discussion. There was no discussion.

COMMISSIONER THOMPSON called for a roll call vote:

ROLL CALL VOTE:

Commissioner Halpin	Yes
Commissioner Pearce	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

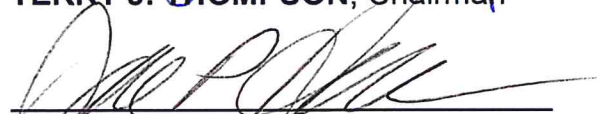
Motion carried



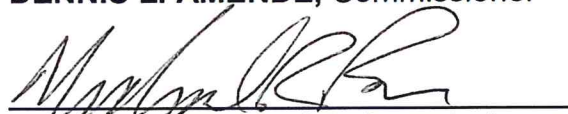
TERRY J. THOMPSON, Chairman



DENNIS L. AMENDE, Commissioner



DAVID P. HALPIN, 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 July 2021.

ATTEST BY:



 Valerie Khayr, District Secretary
