

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

REGULAR MEETING

March 25th, 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 Amende, Halpin, Pearce, Thompson, and Washko

OTHERS PRESENT: Fire Chief Riley, Division Chief Dill, Fire Marshal Drechsel, Secretary Knapp, John Spencer, Chris Larson, Matt Legg, Matt Usher, Marc Ghirarduzzi, Ralph Kramer, and Jarrod Pitts.

II. Pledge of Allegiance

COMMISSIONER THOMPSON led the Pledge.

III. Amend Agenda

There were no amendments to agenda.

IV. Consent Calendar

The consent calendar was presented for review as follows:

- A. Approval of March 25th, 2021 Meeting Agenda as presented;
- B. Approval of March 4th, 2021 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of YTD Monthly Revenue/Expense report.

COMMISSIONER HALPIN made a motion, seconded by **COMMISSIONER AMENDE** to approve the March 25th, 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 Amende Yes
Commissioner Halpin Yes
Commissioner Pearce Yes
Commissioner Thompson Yes
Commissioner Washko Yes

Motion carried

V. New Business

A. Resolution 21-01 - Adoption of 2020 AHMP

Resolution 21-01, *Authorizing the Adoption of the 2020 Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan Update*, was presented for review.

FIRE CHIEF RILEY reported that the last Kootenai County Multi-Jurisdictional AHMP was adopted by the board in 2015. The revised plan has now been updated by each agency and was adopted by the Kootenai County Board of Commissioners in December 2020.

COMMISSIONER WASHKO made a motion, seconded by **COMMISSIONER PEARCE** to approve Resolution 21-01, *Authorizing the Adoption of the 2020 Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan Update*, 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 Halpin	Yes
Commissioner Pearce	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

Motion carried

B. Approval of Contract to Purchase Fire Apparatus

A purchase order for Sourcewell awarded contract #022818-RSB and a contract between the Northern Lakes Fire District and Rosenbauer-Minnesota LLC for purchase of two (2) Rosenbauer pumpers, were presented for review.

FIRE CHIEF RILEY reported that as discussed at last meeting, the group purchasing contract with Sourcewell awarded to Rosenbauer meets the specifications of the District's apparatus committee. There was discussion on the recommendation at last meeting to purchase two (2) apparatus and it was noted the purchase price will increase after 3/31.

FIRE CHIEF RILEY reported that the pre-payment for the cab/chassis would be due approximately 8 months after approval of the contract and would give the District a 1.45% discount on the total price for each engine/pumper; the total for pre-payment on both would be \$524,722 and budgeted for in the Fiscal Year 2022 budget.

COMMISSIONER HALPIN clarified with FIRE CHIEF RILEY that the total cost for two (2) engine/pumpers per the Rosenbauer contract would be \$1,317,680.

COMMISSIONER PEARCE clarified with FIRE CHIEF RILEY that the District could either pay for the apparatus with monies from its reserve funds and/or financing. There was discussion on purchase of a new brush truck in next year's budget as well.

COMMISSIONER WASHKO clarified with FIRE CHIEF RILEY that the contract is with Rosenbauer-Minnesota LLC, but the authorized dealer is General Fire in Spokane.

There was discussion on sending members of the apparatus committee and the District Fleet Mechanic to the plant in Minnesota for at least one mid-build inspection and the final inspection.

There was discussion on the contract including language allowing a limited number of changes before the price would increase. There was further discussion on the specifications for the apparatus, including a shorter engine.

COMMISSIONER THOMPSON made a motion, seconded by **COMMISSIONER WASHKO** to approve the Sourcewell Purchase Order for contract #022818-RSB and the contract between the Northern Lakes Fire District and Rosenbauer-Minnesota LLC for purchase of two (2) Rosenbauer pumpers, as presented.

COMMISSIONER THOMPSON called for discussion.

COMMISSIONER HALPIN clarified with FIRE CHIEF RILEY that the pre-payment discount on the cab/chassis is \$10,070 each.

COMMISSIONER PEARCE clarified with FIRE CHIEF RILEY that the build-out for both engine/pumpers will be 395 days from contract approval.

COMMISSIONER THOMPSON called for a roll call vote:

ROLL CALL VOTE:

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

Motion carried

VI. Reports

A. Chiefs Report – CHIEF RILEY reported on the following:

1. Policy Adoption – Will be bringing groups of revised policies to the board for their review and adoption as staff goes through and formalizes the revisions. FIRE CHIEF RILEY reported that at next regular meeting, a group of revised policies will be included in board members' packets for their review. Then at the following meeting the same group of policies will be on the agenda for adoption, allowing the board time to read through them and ask any questions before adopting them.
2. FY2020 Audit Report – The final draft of the FY2020 is in the board packet for review; the auditor will be at the next meeting on 4/8 to present the final audit report.
3. Public Hearing – Prior to the regular meeting on 4/8, a public hearing will be held for adoption of a revised fee schedule that would add inspection fees for mobile food vendors.
4. Meeting with Local 4045 – FIRE CHIEF RILEY reported that he will be meeting tomorrow (3/26) with members of the L4045 to go over a proposed override levy question on the ballot in November. This will allow input of ideas and to answer any questions. FIRE CHIEF RILEY invited board members to attend this meeting in person, but can make it available via Zoom as well. The meeting is scheduled for 3/26 at 10:00 a.m. here at St 1. **COMMISSIONER PEARCE** stated that he would like to attend the meeting in person.
5. Growth and Development – FIRE CHIEF RILEY presented some statistics that he has been working on including population growth, District staffing levels, response times, and budgeting over the last ten years. He reported that the population numbers are residents and do not include transient populations traveling through or visiting the District; he estimated that upwards of 100,000 people per day are in our District.

There was discussion on the current state legislative session being in recess and that one tax reform bill (SB 1108) did not pass, but expect other similar bills to be put forward in the House. FIRE CHIEF RILEY reported that Timberlake Fire Commissioner Rudebaugh asked him if he would be willing to host a meeting with other fire chiefs, a board member, and Anne Wescott with Galena Consulting to discuss impact fees for fire districts in Kootenai County. FIRE CHIEF RILEY stated the meeting would be sometime next week and will let the board know as soon as it is scheduled.

B. Commissioner Reports

COMMISSIONER THOMPSON reported on an impact fee meeting held by the Kootenai County Board of Commissioners (BOCC) that he attended with other fire district representatives and Anne Wescott of Galena Consulting. The BOCC unanimously voted to move forward with an impact fee plan for fire districts, with the next step to work on capital improvement plans in order to determine what the fees will be.

FIRE CHIEF RILEY stated that there has been discussion on approaching cities to approve impact fee plans for fire districts in order to collect the fees inside city limits and not just in the unincorporated county. He noted that currently this decision is up to each city although there is legislation that would not allow a city to refuse to collect the fees for the fire district.

FIRE CHIEF RILEY also noted that legislation had already passed that allows "rolling stock" to be funded by impact fees and took the ambiguity out of the impact fee code.

VII. Public Input

JOHN SPENCER asked what the total cost of purchasing two new fire engines would be. FIRE CHIEF RILEY stated the contract price is \$1,317,680 which includes the discount for pre-payment of the cab/chassis. MR. SPENCER asked what the public hearing on 4/8 is for and FIRE CHIEF RILEY stated the hearing is to take public comment on a revised District fee schedule to add inspection fees for mobile food vendors. MR. SPENCER asked if the impact fees would be county-wide. FIRE CHIEF RILEY reported that each taxing entity has to establish a capital improvement plan that is then used to calculate their impact fee; noting that in 2006, the original impact fee plans were in place for fire districts, highway districts, parks, and water districts. **COMMISSIONER WASHKO** stated that the impact fees would be charged individually for each fire district county-wide and can help fund real property, buildings, and rolling stock.

VIII. Adjournment


The regular meeting was adjourned upon the motion of **COMMISSIONER THOMPSON** and as seconded by **COMMISSIONER WASHKO** at 10:34 a.m.

COMMISSIONER THOMPSON called for the vote and all were in favor of the motion.


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 25th day of March 2021.

ATTEST BY:


Valerie Knapp, District Secretary

