

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

February 11th, 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 Mather, Division Chief Dill, Fire Marshal Drechsel, Secretary Knapp, Chris Larson, and Brad Belmont

II. Pledge of Allegiance

COMMISSIONER THOMPSON led the Pledge.

III. Amend Agenda

There were no amendments to the agenda as presented.

IV. Consent Calendar

The consent calendar was presented for review as follows:

- A. Approval of February 11th, 2021 Meeting Agenda as presented;
- B. Approval of January 28th, 2021 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of YTD Financial Report for January.

COMMISSIONER HALPIN made a motion, seconded by **COMMISSIONER AMENDE** to approve the February 11th, 2021 Consent Calendar as presented.

COMMISSIONER THOMPSON called for discussion. There was no further 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. Public Input

There was no public input.

VI. New Business

A. Renewal of Public Safety Employee Assistance Program (EAP)

A renewal agreement for the Public Safety EAP through ESI Group was presented for review. The renewal dates are 3/1/2021 through 2/28/2022. CHIEF RILEY noted that while this is one of three EAPs available to District members, the Public Safety EAP is the only one also available to volunteers as well as any family members living in the member's home, i.e. parents, grandparents. He reported that he will be pursuing eligibility at a later time for the III-

A EAP for volunteers and family members not listed as dependents through the III-A, but recommends the board renew the Public Safety EAP for now.

An invoice was also presented for a renewal rate of \$2,590, a 2.5% increase, or under budget by \$74.

COMMISSIONER WASHKO made a motion, seconded by **COMMISSIONER PEARCE** to approve the renewal of the Public Safety EAP through ESI Group for 3/1/2021-2/28/2022 at a cost of \$2,590, as presented.

COMMISSIONER THOMPSON called for discussion. There was no further 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. 2021 Hose Testing Agreement

The 2021 Fire Hose Testing Agreement with National Hose Testing Specialties, Inc. was presented for review. CHIEF RILEY reported that the District will just have hose testing done this year, with ladder testing having been done in 2020 and required only every two years.

COMMISSIONER PEARCE clarified with CHIEF RILEY that the company (NHTS) does the testing on-site including unloading, testing, and then reloading of all the hose. There was further discussion on how long the testing takes and how well NHTS reloads the hose for us.

COMMISSIONER HALPIN clarified with CHIEF RILEY that back-up engines are used while apparatus is taken out of service during hose testing.

There was discussion on the quoted price having increased to \$.28/foot from \$.25/foot last year.

COMMISSIONER WASHKO made a motion, seconded by **COMMISSIONER PEARCE** to approve the 2021 Fire Hose Testing Agreement with National Hose Testing Specialties, Inc., as presented

COMMISSIONER THOMPSON called for discussion. There was no further discussion.

COMMISSIONER HALPIN 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

C. State of Idaho Purchasing Card Operating Agreement

A State of Idaho Purchasing Card Agency Operating Agreement was presented for review. CHIEF RILEY reported that the goal of looking into participating in the state's purchasing card, or P-Card, program is to be able to issue individual credit cards to personnel for travel expenses and for fuel for the fire boat on Hayden Lake that would have credit limits that could be increased when needed.

CHIEF RILEY noted that the District has to sign an agreement with the State of Idaho Division of Purchasing and be approved to participate before moving forward with Bank of America, who contracts with the state for the program.

There was further discussion on how the P-Card program works and how the District would have control over which personnel will be issued cards, setting the limits on each card, and tracking expenditures online.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER WASHKO** to approve the State of Idaho Purchasing Card Agency Operating Agreement, as presented.

COMMISSIONER THOMPSON called for discussion. There was no further 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

VII. Reports

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

1. Lexipol – CHIEF RILEY reported he has an online meeting with Lexipol on 2/12, and then staff will begin the process of reviewing and revising District policies.
2. Structure Fire – District crews and mutual aid companies responded to a residential structure fire on N. Samhill Trail on 2/8; there were no firefighter or civilian injuries. CHIEF RILEY reported that the District did receive a citizen complaint via phone call during the response and that these concerns were addressed by CHIEF MATHER.

The complaints included lack of traffic control during the emergency response, as well as the road being blocked during the emergency response; CHIEF RILEY noted that the structure is located on a very narrow road and that many responding apparatus were staged there. He also noted that law enforcement is responsible for any traffic control needed. CHIEF RILEY also reported that the citizen asked why the fire boat wasn't deployed to pump water on the fire, noting that the lake is frozen over in the area.

CHIEF RILEY stated that he will be working on a District newsletter to go out to the public that will include information on the fire boats being taken off the water in the winter. There was further discussion on the citizen's complaints.

3. Legislative Items – Several bills are being introduced this legislative session, including bills in both the Senate and the House affecting property tax levies. CHIEF

RILEY reported that SB1048 would limit annual tax levy increases to 3% including new construction and annexations; currently limited to increase of 3% of the highest levy in last 3 years budgets with new construction and annexation separate.

CHIEF RILEY noted that the Idaho Fire Chiefs Association (IFCA) opposes the bill and is working on a response addressing new growth paying for itself. There was discussion on impact fees and possible legislation that would no longer allow cities and counties to refuse to collect impact fees for fire districts. CHIEF RILEY also noted that the Idaho State Fire Commissioners Association (ISFCA) is working on a spreadsheet that will estimate how much funding fire districts would lose under this proposal.

4. Staff/Operational Reports

a. Training Report – Was presented. CHIEF MATHER reported on the following:

i. *District Mechanic*: CHIEF MATHER reported that FLEET MECHANIC LOYD RUSSELL has been doing a great job since starting a month ago; has been repairing equipment and has saved the District money already by identifying issues on some of its apparatus. **COMMISSIONER THOMPSON** reported that he stopped by St 8 earlier this week to meet with the mechanic and had some questions including:

a) If the condition of the asphalt surrounding the station (cracks and breaking up) was due to increased traffic when the county had recycling bins located there. CHIEF RILEY reported that the asphalt was already in poor condition prior to that, but that might have contributed.

b) If it is feasible to raise the roof on the station to allow for a shop lift. CHIEF MATHER reported that he has been looking into some demo lifts, but if needed, can use the apparatus bay at St 2 but that most work will be done at St 8. **COMMISSIONER THOMPSON** clarified with CHIEF MATHER that the exhaust system cables left over from a previous exhaust system will be removed to make more room. CHIEF MATHER noted that the current Plymovent exhaust system will stay in place.

CHIEF MATHER also reported that FLEET MECHANIC LOYD RUSSELL found a pressure build-up issue in the two newest engines due to a filter not being changed often enough, but that he will be keeping an eye on both engines.

There was also discussion on whether or not the District will consider having the mechanic do maintenance/repair work for other smaller districts eventually.

- ii. *Blue Card Training*: This communication training has started for all the battalions, and will be working on including it as we put together a procedure manual with Lexipol.
- iii. *Outside Trainings*: Battalion mutual aid training scheduled with KCF&R this week.
- iv. *Apparatus*: The committee continues to work on the new engine plans.

- b. EMS Report – Was presented for review. CHIEF DILL reported on the following:
 - i. *Equipment*: Received ten additional Powered Air Purifying Respirators (PAPR) arranged through an OEM grant. CHIEF DILL reported he brought one in for a demo as requested by **COMMISSIONER WASHKO** at a previous meeting. CHIEF DILL showed how these respirators work, noting they are more comfortable for long-term use by responders.
 - ii. *Training*: The Handtevy system training began for Green Shift this week, with Red and Blue to follow. Scott Dietrich, CDA Fire, is the instructor for this pediatric emergency care system that can also be utilized for adults. Will also be looking at a train-the-trainer course for interested District personnel.
 - iii. *Paramedic Quarterly Meeting*: Held on 1/14 with discussion on call data, equipment issues, and upcoming trainings. The TCR with both medical directors was held on 1/22 with good feedback from everyone.
 - iv. *MAC Group/COVID Update*: KCEMSS is currently holding the 2nd dose vaccination clinic this week. The weekly MAC Group meetings have been suspended again due to the decrease in COVID cases.
- c. Fire Marshal Report – Was presented for review. FIRE MARSHAL DRECHSEL reported on the following:
 - i. *Subdivision/Commercial Approvals in January*:
 - a) Brookshire 3rd Addition – 122 residential lots in Rathdrum
 - b) New 2 million gallon water tower for the Hayden Lake Irrigation District (HLID) at Lacey Ave. and Highway 95
 - c) 25 new residential structures outside city boundaries (county jurisdiction)
 - ii. *Items of Interest*:
 - a) Fire investigations:
 - i. Residential structure fire located on W. Boekel Road on 1/22 with two civilian injuries and one minor injury to a mutual aid firefighter. Cause of fire appears to be an attic fan that shorted and caught fire.
 - ii. Residential structure fire located on N. Samhill Trail on 2/8 with an estimated loss of \$2 million. The cause is still under investigation and was most likely electrical, but due to massive loss will probably be undetermined.
 - iii. Hayden Canyon Phase I now has preliminary approval of 114 lots at Lancaster Road and Government Way. There was discussion on the original developer having sold the entire project to another developer from Oregon, who is now working on starting Phase II.
- d. Bureau Summary – For January was presented for review.
- e. Overtime Report – For January was presented for review.
- f. Run Report – For January was presented for review.

B. Commissioner Reports

There were no reports.

CHIEF RILEY reported that at the next meeting scheduled for 2/25, the III-A Executive Director, Amy Manning, will make the annual report presentation to the board via Zoom.

CHIEF RILEY also reported that he will be in Boise for a III-A Board Meeting on 3/11 and not in attendance at the District board meeting. **COMMISSIONER THOMPSON** reported that he will be out of town on 3/11 also.

VIII. Adjournment


The regular meeting was adjourned upon the motion of **COMMISSIONER THOMPSON** and as seconded by **COMMISSIONER PEARCE** at 10:44 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 11th day of February 2021.

ATTEST BY:


Valerie Knapp, District Secretary



The seal is circular with the text "NORTHERN LAKES FIRE PROTECTION DISTRICT" around the perimeter and "DISTRICT SECRETARY" in the center.