

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

REGULAR MEETING

July 13th, 2023 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 Duncan, Halpin, Pearce and Washko

COMMISSIONER ABSENT: Commissioner Amende

OTHERS PRESENT: Assistant Chief Dill, Division Chief Anderson, Division Chief Drechsel, Secretary Knapp, Jarrod Pitts, Mike Avilla, Luke Michael, Chris Larson, Mike Cunningham, and Shane Crist.

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 July 13th, 2023 Meeting Agenda as presented;
- B. Approval of June 22nd, 2023 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of YTD Financial Report for June

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER WASHKO** to approve the July 13th, 2023 Consent Calendar as presented.

COMMISSIONER HALPIN called for discussion.

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

V. New Business

A. Sealed Bids - St 3 Surplus Building Materials

Sealed bids that were received by the deadline of 10:00 a.m. today were opened by **COMMISSIONER HALPIN** and read into the record as follows:

1. Laurin Scarcello	\$ 1,054.77
2. Greg Tipane	\$ 2,800.00
3. Randy Wood	\$ 1,850.00
4. Neil Pierce	\$ 6,000.00
5. Tom Carnegie	\$ 3,100.00
6. Paul Mihara, Jr.	\$ 5,500.00
7. Shane Crist	\$ 4,850.17
8. Michael Gow	\$ 2,501.00
9. Justin Arts	\$ 10,000.00

10. Stevens Lawrence; Hart

\$ 2,577.00

COMMISSIONER WASHKO made a motion, seconded by **COMMISSIONER PEARCE** to award the highest bid received to Justin Arts for \$10,000.

COMMISSIONER HALPIN called for discussion. There was no discussion.

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

DIV CHIEF DRECHSEL reported that the bidder will be contacted and noted that the surplus building materials are marked for re-construction and that a video is also available for the buyer to help them put the building back together.

VI. Reports

A. Chiefs Report – ASST. CHIEF DILL reported that FIRE CHIEF RILEY is recuperating from surgery and should be back in the office by the next board meeting.

1. Assistant Chief Report:

- a. Tabletop RTF exercise went well and identified some issues with communication between law enforcement and fire agencies, as well issues with command structures; these issues are being worked on with contact at the KCSO.

COMMISSIONER PEARCE clarified with ASST. CHIEF DILL that the Office of Emergency Management (OEM) coordinated the training with CDA Fire also in attendance.

COMMISSIONER DUNCAN clarified with ASST. CHIEF DILL that the issues with communication involved law enforcement taking command of the scene with their goal to stop the threat, while also communicating with fire agencies' command when it is safe to enter the scene so there is no delay in providing EMS care.

There was further discussion on how the RTF stages work and having a unified command.

- b. The Dive Team selection tests were this week with interviews taking place this p.m. Have been working on a policy/SOG with a final draft ready for review by next meeting. He reported that FF BRODIN had gotten a donation for the District of \$7,250 from NWSH that was used to purchase an additional set of gear.

COMMISSIONER WASHKO clarified with ASST. CHIEF DILL that FIRE CHIEF RILEY has spoken to both CDA Fire and KCFR to confirm they are not interested in participating.

COMMISSIONER PEARCE clarified with ASST. CHIEF DILL that the dive team rescue response for would be off-duty, as well as only by qualified members. ASST. CHIEF DILL also noted that only members who are currently open water certified were able to participate in the testing process.

- c. Five (5) applications from area high school students were received for the Fire Cadet program being organized by FF CUNNINGHAM and FF CARLOCK. The process will include a physical ability test and interview. ASST. CHIEF DILL noted we've been able to get policy/procedure templates from CDA Fire's Cadet Program, the IAFC, and our liability insurance (VFIS). The goal is to have selected candidates start by Labor Day.

COMMISSIONER PEARCE clarified with ASST. CHIEF DILL that the cadet program is open to high school students 14 years old and up. There was further discussion on the cadet program being very regimented to avoid issues experienced by other fire agencies' programs.

- d. The KCSO has requested to be able to house six (6) recruits in their policy academy this fall at St 5 (Mokins Bay Road). ASST. CHIEF DILL noted that he has asked the KCSO to provide a proposal/agreement to be reviewed/considered by the board. He noted that there should be only a nominal increase in utility cost to the District, but that having people in the station from October-December would be advantageous.

There was discussion on housing for the academy students at NIC being unavailable, and that the agreement would be similar to what the District currently has with the BOCC for use of the ARFF station.

- e. The temporary control tower is now live at the ARFF St 3 with District crews being trained on how to communicate with tower personnel.
- f. Anticipate all 13 new hires being cleared for duty and counting toward constant staffing next week. The adopted CBA MOUs will then become active.
- g. V-42 (2021 F250 BC Command) involved in the MVA in April is still at Foothills Lincoln in Spokane with 30-40 estimated hours of work needed. Will also be filing a claim for damage discovered to the laptop that was in the vehicle at the time of the accident as well.
- h. Have completed the boundary line adjustment for St 3 site on Pope Road that was granted by Alpine RV Storage for parking spaces. ASST. CHIEF DILL reported that per our bond counsel, the ground lease with First Interstate Bank, that was adopted as part of the financing for the new station, will have to be updated at the next regular meeting.
- i. There was an article in the Cd'A Press last Saturday (7/8) with an interview of FIRE CHIEF RILEY highlighting the benefits of having a 3rd engine responding out of the ARFF fire station.

2. Division Reports were presented for review including:

- a. Fire Prevention/Fire Marshal Report – Was presented for review. DIV CHIEF DRECHSEL reported on the following:
 - i) Approved 40 new residential dwelling in the county (not in city limits)
 - ii) Approved a 27,300 sq. ft. storage unit in Hayden
 - iii) Approved Universal Storage Phase 5 of 35,370 sq. ft. in Hayden
 - iv) Attended the Idaho Building Code board meeting in Boise
 - v) Completed six (6) firework stand inspections and one (1) barge inspection for Hayden Lake. There were minimal calls associated with fireworks this month.
 - vi) Fire investigations included a residential structure fire on Hayden View and a commercial fire on Thayer that was struck by lightning.

- vii) The Bureau completed 86 hazardous fuels inspections on the east side of Hayden Lake and now has the largest Firewise Community in Idaho with 125 property owners participating.

COMMISSIONER HALPIN clarified with DIV CHIEF DRECHSEL that that the District's fire impact fee for commercial growth is currently \$0.65/sq. ft.

COMMISSIONER DUNCAN clarified with DIV CHIEF DRECHSEL that the county has not adopted new building code. DIV CHIEF DRECHSEL reported that the building code is a complicated process affecting several different codes/statutes and that the State Fire Marshal may be adopting the new building code until January at the earliest, and possibly later. He noted that once it is adopted by the State Fire Marshal, it becomes minimum standard for the fire district as well.

- b. Training/EMS Report – Was presented for review. DIV CHIEF ANDERSON reported on the following:
 - i) System-wide ambulance rotation completed yesterday (7/12).
 - ii) Pelican boxes were placed on both units (M51/M52) to replace the bags; still looking for solution to the O2 bag and Ped bag.
 - iii) The EMS recertification process is in full-swing with all but three of the seven completed for the September deadline.
 - iv) All but one of the new hires have completed their EMS taskbooks.
 - v) Have received multiple requests for engineer and officer taskbooks, and working with officers on Individual Development Plans (IDP) for each member. The goal is to have more working out of class eligible members with three members in the Fire Officer class and one member almost done with their engineer taskbook and anticipate being able to swing up in a month or so.
 - vi) Sending five (5) members to the EMS World conference in September. There was discussion on how these members were selected.
 - vii) Completed Chem Pack training yesterday (7/12) with the Dept. of Health & Welfare participation. There was further discussion on BNSF being a target hazard in the District and how hazmat incidents work with State Comm.

COMMISSIONER PEARCE clarified with DIV CHIEF ANDERSON that he has reached out to the DH&W for resources and trainers on the crews' usage of chem packs. **COMMISSIONER WASHKO** clarified with DIV CHIEF ANDERSON that the District will be working with the BNSF on the training and that more than 500 BNSF trains run through the District every day.

There was further discussion on availability of chem packs and being sure to have an appropriate amount available in the event of exposures. DIV CHIEF ANDERSON noted that the District is working with other agencies for preparedness, including the KCSO.

There was discussion on working with KCSO on using their helicopter for high angle rescues eventually.

- viii) Have been talking to Grace Tree Services on participating in their rope rescue training. FF FOTI is working on using the same trainer they use to come in and do training with us. **COMMISSIONER WASHKO** recommended that we contact CDA Fire as they have the same program with Grace Tree Service and ask if they would share their policies/procedures.
- ix) Have also been talking to Triple Pay regarding using their facilities for training in the future with CAPT LEGG coordinating.
- x) Planning for a live fire training sometime in October; would like to have mutual aid participate as well. DIV CHIEF ANDERSON reported that DIV CHIEF DRECHSEL has started the asbestos testing on the acquire structure.
- xi) Revamping the current Captain and Battalion Chief taskbooks.
- xii) CAPT WIEDENHOFF and CAPT MOREAU are working on a hybrid engineer class for September, including instructors for the practical.
- xiii) Property owners at The Falls at Hayden Lake have offered for our crews to have access to their tram for training sometime in August.
- xiv) Hayden Canyon has asked us to be part of their safety meetings and will be requesting to use their parking lot as a dedicated site for engineer practical testing.

3. The Bureau Report for June was presented for review.
4. The Overtime Report for June was presented for review.
5. The Run Report for June was presented for review.

B. Commissioner Reports

There were no commissioner reports.

VII. Public Input

There was no public input.

Adjournment

There being no further business to be brought before the board, the regular meeting was adjourned upon the motion of **COMMISSIONER PEARCE** and as seconded by **COMMISSIONER WASHKO** at 10:41 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 13th day of July 2023.

ATTEST BY: 
Valerie Knapp, District Secretary

