

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

**PUBLIC HEARING
REGULAR MEETING**

May 27th, 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, Kevin Croffoot, Luke Michael, John Spencer, Sandy White, Emily Hahn, and Roger Hahn

II. Pledge of Allegiance

COMMISSIONER THOMPSON led the Pledge.

III. Presentation of Petition for Annexation

A Petition for Annexation of three properties into the District; 15964 N Songbird Lane in Rathdrum (Parcel 52N05W278770), 15978 N Songbird Lane in Rathdrum (Parcel 52N05W278690), and 15998 N Songbird Lane in Rathdrum (Parcel 52N05W278170) was presented for board review. The Petition for Annexation signed by the legal owners of each property and an Order of Annexation with legal description and map was presented for board review. A copy of the affidavit of publication in the *Coeur d'Alene Press* for notice of the public hearing per Idaho Code § 31-1422 was also presented for board review.

IV. Comments from Public

COMMISSIONER THOMPSON opened the hearing for public input on the Petition for Annexation as presented. There was no public comment.

V. Discussion and Approval of Petition for Annexation

FIRE MARSHAL DRECHSEL reported that the properties being petitioned for annexation into the District include two 20 acre parcels and one 40 acre parcels, for a total of 80 acres; that all three properties are located off Hidden Valley Road in Rathdrum on Songbird Lane, and that both the **FIRE MARSHAL** and **DEPUTY FIRE MARSHAL** have been on-site and found no issues with fire code. **FIRE MARSHAL DRECHSEL** also noted that property owners, **MR. AND MRS. HAHN**, are in attendance today and available to answer any questions.

FIRE MARSHAL DRECHSEL clarified questions from the board including:

- a. Songbird Lane is a private road, but that both the road and driveways to the three properties meet fire code.
- b. The parcels are located in an area set up on dispatch pre-planned box cards for tender response.
- c. The closest station to the properties is unstaffed Station 6 on Chase Road, and that shuttle operations are 15 minutes round-trip.

COMMISSIONER WASHKO made a motion, seconded by **COMMISSIONER PEARCE** to approve the Petition for Annexation signed by the legal owners of the properties described therein as 15964 N Songbird Lane, Rathdrum, Idaho (Parcel 52N05W278770), 15978 N Songbird Lane, Rathdrum, Idaho (Parcel 52N05W278690), and 15998 N Songbird Lane, Rathdrum, Idaho (Parcel 52N05W278170), and further described in Exhibit A of the Order for Annexation, as presented.

COMMISSIONER THOMPSON called for further 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.

COMMISSIONER THOMPSON closed the public meeting and opened the regular meeting. The board thanked MR. AND MRS. HAHN for attending.

VI. Amend Agenda

There were no amendments to the agenda.

VII. Consent Calendar

The consent calendar was presented for review as follows:

- A. Approval of March 27th, 2021 Meeting Agenda as presented;
- B. Approval of May 13th, 2021 Regular Meeting Minutes;
- C. Approval of May 20th, 2021 Special Meeting Minutes;
- D. Approval of Unpaid and Paid Bills Lists;
- E. Review of Monthly Financial Report for April.

COMMISSIONER HALPIN made a motion, seconded by **COMMISSIONER AMENDE** to approve the May 27th, 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

VIII. Reports

A. Chiefs Report – Was presented for review and the following was reported:

- 1. Officer/Personnel Development – CHIEF RILEY reported that he has arranged for Peer Support Group trainers to be here at St. 1 on 6/7-6/8, noting that the III-A will be covering all costs for the training. Other III-A member agencies will also be

attending, including Spirit Lake Fire, Sagle Fire, and law enforcement from Ponderay. **COMMISSIONER WASHKO** clarified with CHIEF RILEY that Local 4045 has five (5) members on their Peer Support Group.

2. III-A Annual Board Meeting – CHIEF RILEY will be attending the annual general meeting for the III-A board on 6/15 in Boise. He reported he should have renewal numbers for the District’s medical/vision insurance after the meeting.
3. Impact Fees Meetings – CHIEF RILEY reported on the status of the development impact fees for fire and EMS. Both the cities of Rathdrum and Hayden have verbally confirmed their support of collecting impact fees for the District; with the first step having the cities approve resolutions to create a Development Impact Fee Advisory Committee (DIFAC) at their next council meetings. CHIEF RILEY noted that the resolution is on the agenda for Rathdrum’s 6/8 meeting and Hayden’s 6/9 meeting; and, that both he and Anne Wescott with Galena Consulting will attend those meetings to be available for any questions.

There was discussion on the joint resolution for impact fees being developed for all seven fire districts in Kootenai County, as well as KCEMSS. There was further discussion on the membership requirements for the DIFAC including at least two of the five members being “active in the business of development, building or real estate” within the District. CHIEF RILEY reported that he has gotten four committals so far, including three being active in development/building, and will be asking one more citizen of the District today. He noted that the DIFAC will use the District’s Capital Improvement Plan (CIP) to calculate the impact fee amount and that the CIP is almost finalized.

There was further discussion on:

- a. Any impact fees collected are required to be kept in a separate account from the District’s operating funds as the District is limited on what can be financed/purchased with the fees, including rolling stock, equipment, land, and buildings. Personnel expenses are not allowable.
- b. The DIFAC will be for an eight year term and is required to meet at least annually to review the CIP and impact fees being charged.
- c. That cities and county have to appoint the DIFAC and actually collect the impact fees on behalf of the District as fire districts do not have ordinance authority.

CHIEF RILEY also reported that he has been invited to attend a town hall meeting on 6/10 being held by the Hayden City Council to address growth; he will be speaking about the effects growth is having on the fire district.

B. Commissioner Reports

There were no commissioner reports

IX. Public Input

SANDY WHITE questioned why three of the DIFAC members are builders/contractors when only two are required, as it could potentially be a conflict of interest to have the majority of the committee financially affected by the fees. CHIEF RILEY stated that Idaho Code does require at least two members involved in the industry sit on the committee to ensure that those most

affected have a voice. He noted that the District's goal has been to involve the development/building community in the process of developing the impact fees; he further reported that the three members include two involved in commercial development and one in residential.

X. Executive Session

COMMISSIONER THOMPSON made a motion, seconded by **COMMISSIONER WASHKO**, to enter Executive Session pursuant to Idaho Code §74-206 (1) (a) to consider hiring of an employee and §74-206 (1) (b) to consider the evaluation of employees.

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

Entered Executive Session at 10:20 a.m.

COMMISSIONER THOMPSON made a motion, seconded by **COMMISSIONER WASHKO**, to exit Executive Session and reconvene the Regular Meeting.

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

Exited Executive Session at 10:40 a.m. There was discussion on hiring of an employee and on the evaluation of employees. No decisions were made.

XI. Adjournment

COMMISSIONER THOMPSON made a motion, seconded by **COMMISSIONER WASHKO** to adjourn the meeting at 10:41 a.m.

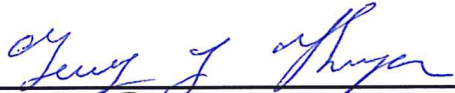
COMMISSIONER THOMPSON called for discussion. There was no discussion.

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



TERRY J. THOMPSON, Chairman



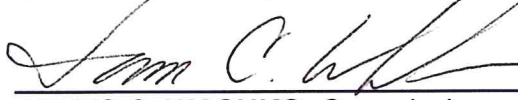
DENNIS L. AMENDE, Commissioner



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 27th day of May 2021.

ATTEST BY:


Valerie Knapp, District Secretary