

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

REGULAR MEETING

August 12th, 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, and Thompson

COMMISSIONER ABSENT: Commissioner Washko

OTHERS PRESENT: Fire Chief Riley, Division Chief Mather, Fire Marshal Drechsel, Secretary Knapp, John Spencer, and a member of the public

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 August 12th, 2021 Meeting Agenda as presented;
- B. Approval of August 5th, 2021 Special Meeting Minutes;
- C. Approval of July 22nd, 2021 Regular Meeting Minutes;
- D. Approval of Unpaid and Paid Bills Lists;
- E. Review of YTD Financial Report for July.

COMMISSIONER HALPIN made a motion, seconded by **COMMISSIONER AMENDE** to approve the August 12th, 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

Motion carried

V. New Business

A. Memorandum of Understanding (MOU)

An MOU between the Northern Lakes Fire District and the Northern Lakes Professional Firefighters Local 4045 amending the 2019-2022 Collective Bargaining Agreement was presented for review. CHIEF RILEY reported that the MOU adds Appendix B-2, the wage scale for members, to be effective October 1, 2021 through September 30, 2022. There was discussion on the District and Union committee members negotiating for a 6% wage increase.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER HALPIN** to approve the Memorandum of Understanding between Northern Lakes Fire District and the Northern Lakes Professional Firefighters Local 4045 amending the 2019-2022 Collective Bargaining Agreement, 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

Motion carried

B. Review of Proposed Fiscal Year 2021-2022 Budget

The Proposed Fiscal Year 2021/2022 Budget was presented for review. CHIEF RILEY reported that the only change made to the proposed budget since the workshop on 8/5 was to budget an additional \$15,000 in EMS training expenses as discussed. He reported that this will cover the costs for an additional paramedic student; noting that the District will budget to put a total of two (2) suppression employees through an approved paramedic certification program next fiscal year. The total proposed budget is for \$9,214,500.

COMMISSIONER PEARCE clarified with CHIEF RILEY that the anticipated non tax-levied revenue includes contract payments from KCEMSS, fire prevention fees from building permits and inspections, sales tax proceeds, interest earned on funds in our checking account and local government pool, as well as miscellaneous revenue from donations, reimbursements, etc.

There was discussion on the proposed budget being presented to the public at the budget hearing on August 26th at 10:00 a.m. after which the board will adopt the FY 2022 budget and approve the levy of property tax. CHIEF RILEY noted that today the board will vote to approve publishing notice of the proposed budget.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER HALPIN** to approve the Proposed Fiscal Year 2021/2022 Budget to be published in the *Coeur d'Alene Press* pursuant to Idaho Code §31-1422 (2), 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

Motion carried

VI. Reports

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

1. Impact Fees – The first Development Impact Fee Advisory Committee (DIFAC) meeting was held. CHIEF RILEY reported that he is working on providing the committee additional information and data points prior to their next meeting.

JOHN SPENCER, a member of the DIFAC, provided an update to the board on the committee's recent meeting. He stated that the committee had good participation and is confident in the consultant, Anne Wescott of Galena Consulting, and her knowledge of the impact fee process. MR. SPENCER also reported that the committee is comfortable that the fees and their amount would be defensible if challenged. He noted that he would be happy to update the board on public input once the committee gets to that point.

2. Marketing Firm – Range NW has started working on the District’s levy campaign after meeting with admin staff.
3. Staff/Operational Reports
 - a. **Training Report** - Presented for review. CHIEF MATHER reported on the following:
 - i. Were able to order two (2) new thermal imaging cameras (TICs) with the generous donation from the Mallrie’s that the District receives each year.
 - ii. The new turnouts arrived yesterday, noting that they were ordered 10 months ago. **COMMISSIONER HALPIN** clarified with CHIEF MATHER that the older turnouts could be donated to a smaller agency in spite of the fact that they are now non-compliant; and if not able to donate, will be destroyed.
 - iii. Have a new fabricator vendor working on improvement to the training tower at airport.
 - iv. Will be attending a meeting in Boise the beginning of September as a member of the Fire Service Training (FST) advisory council committee. Will meet with the new Program Director, Ross Johnson, and hopefully will have a better direction for fire training in the state.
 - v. Outside training opportunities include the 2021 Backstep Symposium in Post Falls this October.
 - vi. Apparatus:
 - a) Have ordered a 2022 Ford F550 cab and chassis to build a new brush truck for next season. The cost was approximately \$49,000 plus the cost for a flat bed with a build out of 28-30 weeks.
 - b) The District’s 1997 Ford brush truck had a new poly water tank installed due to damage to the fiberglass inside of the old tank. It is now back in service.
 - b. **EMS Report** – FIRE CHIEF RILEY reported that EMS CHIEF DILL is currently attending an EMS conference in Arizona this week and no report is presented.
 - c. **Fire Marshal Report** – Presented for review. FIRE MARSHAL DRECHSEL reported on the following:
 - i. Approved 64 new duplexes called Majestic Villas located at Meyer Rd. and Lancaster Rd.
 - ii. Approved A2Z Storage Units Phase 5 consisting of 3 new buildings totaling 24,858 sq. ft. located at Ramsey Rd. and Hayden Ave. There was further discussion on the mini-storage units off Main Street near the McDonald’s in Rathdrum being replaced
 - iii. Reviewed 23 new residential permits issued in areas outside city limits.
 - iv. Completed three (3) hazardous fuels assessments on Crystal Springs Lane in Rathdrum, Rimrock Road, and E. Hayden Lake Rd. CHIEF DRECHSEL noted that the Bureau will do these on-site assessments upon request by property owners.
 - v. Staff participated in community events including Hayden Days parade and the Pancake Breakfast on 7/24; and, the Rathdrum Days parade and Smokehouse fire prevention on 7/16 & 7/17.

- vi. Assisted in the initial investigation of the Brunner Rd. fire before it was handed off to state investigators. CHIEF DRECHSEL reported that the preliminary findings are that the fire was human caused, with some outbuildings and vehicles destroyed, but no homes were damaged or injuries reported.
4. Other – FIRE CHIEF RILEY reported to the board that he met with other area fire chiefs yesterday to discuss regional high risk rescue capabilities, including KCF&R and CDA Fire. He stated that they have identified issues with the regional hazmat team as the state does not provide enough funding to replace old equipment and be able to provide updated training to its members; noting the state funds about \$20,000 per year and any other funding needs to come from grants. There was further discussion on the importance of being able to respond to incidents such as a train derailment.

There was discussion on the increase in COVID-19 cases and CHIEF RILEY reported the District has had one firefighter with confirmed positive test so far. He noted that another fire agency has had four positive tests and there was discussion on exposures in the KCSO. There was also discussion on limited capacity at Kootenai Health with elective procedures now being postponed. **COMMISSIONER THOMPSON** clarified with CHIEF RILEY that the District has protocols in place for both staff displaying symptoms as well as staff exposed; he noted that he has also closed stations to public tours and citizen ride-alongs. CHIEF RILEY confirmed that the District's inventory of available PPE, including N-95 masks, is good.

5. Bureau Report – For July was presented for review.
6. Overtime Report – For July was presented for review.
7. Run Report – For July was presented for review.

B. Commissioner Reports

There were no commissioner reports.

VII. Public Input

JOHN SPENCER thanked CHIEF RILEY for inviting him to be part of the DIFAC. MR. SPENCER stated that he is a former fire commissioner at a smaller rural fire district in Washington and that they also experienced hazmat response issues, including battery fires in electric vehicles. He noted that they struggled with being able to afford training and equipment as a self-funded district with volunteer firefighters and no special hazmat team.

MR. SPENCER asked for information on the District's average response times and CHIEF RILEY responded that the 11 minute response time provided to the DIFAC is an average of both outlying areas and within the cities, with most areas having a 9-10 minute response on fires. CHIEF RILEY offered to print out breakdowns by sub-district to go over them with MR. SPENCER following the meeting. **COMMISSIONER THOMPSON** noted that with the increase in calls the District is experiencing, it is difficult to know the response time when the apparatus is not always responding from the station.

VIII. Adjournment

COMMISSIONER THOMPSON made a motion, seconded by **COMMISSIONER PEARCE** to adjourn the meeting at 10:30 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

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 12th day of August 2021.

ATTEST BY: 
Valerie Knapp, District Secretary

