

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

REGULAR MEETING

August 10th, 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 Amende, Duncan, Halpin, Pearce and Washko

OTHERS PRESENT: Fire Chief Riley, Assistant Chief Dill, Division Chief Anderson, Division Chief Drechsel, Secretary Knapp, John Spencer, Chris Larson, Brad Belmont, and Members of the Eastern Area Type II Incident Management Team including Chris Woods, Clark McCreedy, Cecile Stelter, Ron Robinson, Keith Murphy, and Shane Egan

II. Pledge of Allegiance

COMMISSIONER HALPIN led the Pledge.

III. Amend Agenda

There were no amendments to the agenda. FIRE CHIEF RILEY reported that the MOU with the Kootenai County Sheriff's Office for District participation in the Dive/Rescue team has not yet been received, but hope to have a document for the board to review/approve by the next board meeting.

IV. Presentation

DEPUTY FIRE MARSHAL LARSON reported that the Eastern Area Incident Management Team (EAMT) took command of the Ridge Creek Fire on 8/7 and they had requested time to give the board an update on the condition of the fire.

The EAMT Liaison Officer, Cecile Stelter, thanked the board for the outstanding cooperation offered by the District and the assistance that DEPUTY FIRE MARSHAL LARSON has provided. She noted that the team is appreciative of being provided use of the District's conference room for meetings, and particularly for DFM LARSON's support and providing contact information of other resources/agencies affected by the impact of the incident.

The EAMT meteorologist, Shane Egan, from the NWS in Rapid City, SD, was introduced and presented a weather matrix to the board for review. He noted that the matrix was created from data yesterday, but will be updated this evening. He reported on the current weather forecast including:

1. Prevailing winds are southwest/west with no precipitation forecasted.
2. The relative humidity will drop, getting dryer each day.
3. Might see thunderstorm activity early next week.

The board thanked Mr. Egan for the information.

The Operational Section Chief, Keith Murphy, was introduced and presented a map of the Ridge Creek Fire for the board's review. He noted that the column of smoke visible from town means a lot of heavy trees are burning. He reported that there have been challenges with aircraft infra-red mapping of the fire due to mechanical issues and cloud cover, but that there is a plan to have a USFS helicopter do some mapping today.

He stated that crews are working on a hand line and dozer line off Forest Service Road 436 in the Hudlow Saddle area. The fire is in rugged, steep terrain making safety of the crews a big

concern. Fire Service Road 625 is prepped to make defensible, but have gotten more resources. He thanked the District for providing personnel today and noted that it is a great help.

There was also discussion on the Idaho Dept. of Lands (IDL) working on a strategy if the fire were to move northeast. It was noted that residents on Hayden Lake were notified to be in a Ready status last week, with residents in the Bunco area notified to be in a Ready status this week, out of an abundance of caution; the OEM is working on possible evacuation plans with a fire behavior analyst working with the meteorologist.

Air resources are stationed at the airport, but are not assigned to this incident so they could go to another incident at any time. The EAMT is working on getting the aircraft dedicated to the Ridge Creek Fire.

Mr. Murphy presented a map of suppression difficulties to the board for their review, noting that the incident area is very challenging. He noted that crews are making some progress as more resources are brought in.

COMMISSIONER WASHKO clarified with Mr. Murphy that the aircraft at the airport are just waiting for orders, and not currently assigned to this incident. Mr. Murphy noted that the USFS helicopter is doing reconnaissance this a.m. but will be leaving later today.

COMMISSIONER PEARCE clarified with Mr. Murphy that the fire is currently slow moving with the rain earlier this week helping in areas more toward Chilco that don't have the "overstory", or large canopy of trees, to block the rain from hitting the ground. Mr. Murphy also clarified that there is no known cause yet.

The board thanked Mr. Murphy for the information.

Clark McCreedy, the EAMT PIO, gave an update on the team's outreach efforts. He presented examples of information that has gone out daily, including the press release released today (8/10). He reported that the team uses the Inciweb website available to the public, social media, and radio/tv/press media to get the information out.

They are using the Idaho Panhandle National Forest Facebook page for daily updates on the fire and also have a public phone line for questions/concerns. He also noted that DEPUTY FIRE MARSHAL LARSON has been instrumental in getting the information out, as well identifying resources and getting the team information they need.

Mr. McCreedy reported that the outreach has been divided into north (Bunco area) and south (Hayden Lake) with information officers staffing kiosks at both Bayview Marina and Hayden Lake Marina 3-4 hours per day to talk to the public. There was discussion on the kiosks providing information to recreational boaters as well. Will also have informational officers at the North Idaho State Fair later this month.

There was also discussion on fire mapping in infra-red at night being safer when there is no other aircraft around.

Keith Murphy, the Operational Section Chief, clarified that they will have a more accurate map after the USFS Helicopter finishes mapping this a.m., noting that there has been no major increase in size of the fire but that it is moving.

The Deputy Incident Commander, Chris Woods, thanked the board for their time. He stated that the team's concern is to corral the fire away from critical infrastructure, but does anticipate the fire burning for a while. He also reported that the incident will probably see a few more teams before it's wrapped up. He stated that the team has appreciated the District's assistance particularly in identifying agencies/resources.

There was discussion on weather conditions with the team's meteorologist doing daily analysis of east winds; while not anticipated, the east winds would be a concern.

There was also discussion on the team's PIO planning community meetings possibly at Mokins Bay.

The Board thanked the team members for the information and stated that the District is happy to provide any assistance needed.

V. Consent Calendar

The consent calendar was presented for review as follows:

- A. Approval of August 10th, 2023 Meeting Agenda as presented;
- B. Approval of July 27th, 2023 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of YTD Financial Report for July

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER AMENDE** to approve the August 10th, 2023 Consent Calendar as presented.

COMMISSIONER HALPIN called for discussion.

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

VI. New Business

A. Approval of Proposed Fiscal Year 2024 Budget for Publication

The Proposed Fiscal Year 2023/2024 Budget was presented for review. FIRE CHIEF RILEY noted that this proposed budget is the same the one presented at last meeting (7/27). He reported that per Idaho code, the proposed budget is required to be posted and published in the local paper at least 10 days prior to the public budget hearing. The Board will take public comment and adopt the final budget at their Public Budget Hearing scheduled for Thu., 8/24 at 10:00 a.m. right before the regular board meeting.

COMMISSIONER PEARCE clarified with FIRE CHIEF RILEY that the proposed budget will be published in the Coeur d'Alene Press on 8/12.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER DUNCAN** to approve the Proposed Fiscal Year 2023-2024 Budget to be published in the *Coeur d'Alene Press*, as presented.

COMMISSIONER HALPIN called for discussion. There was no discussion.

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

VII. Reports

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

- 1. Station 3 – Admin staff are working on finalizing the boundary line adjustment, and subsequent amendments to the Ground Lease and Annual Appropriation Lease, that will then be recorded again. Furniture/equipment continuing to arrive in anticipation of opening the station later this year.
- 2. Airport Station – Operations with the engine staff at the ARFF station are going well; have purchased inexpensive radios for the engines and BC command vehicle to solve the communication issue with airport staff.

COMMISSIONER WASHKO clarified with FIRE CHIEF RILEY that issues with the ARFF truck callouts have been fixed on the run cards. There was discussion on the

BCs rotating staff out to the ARFF Station for familiarization. There was also discussion on the airport needing a new ARFF truck in the next couple years.

3. Local Wildland Fires – The Kootenai County Fire Chiefs (KCFCA) met yesterday to discuss putting a local wildland plan in place. FIRE CHIEF RILEY noted the discussion included a plan in the event the Ridge Creek Fire does encroach on the Bunco area. While Timberlake Fire would be the responding agency for structural protection, all the other mutual aid fire agencies would provide a resource, with each respective agency keeping resources inside their own District as well.

COMMISSIONER WASHKO thanked DEPUTY FIRE MARSHAL LARSON for a fabulous job communicating with the board and with residents on Hayden Lake regarding the Ridge Creek Fire.

FIRE CHIEF RILEY thanked the Bureau and the crews for doing a great job with assisting the Type 2 team with their efforts.

4. III-A Meeting – The annual benefits meetings were held this week with the III-A on-site to present benefit enhancement for next fiscal year (effective 10/1).
5. Battalion 5 Command Vehicle – The command vehicle damaged in a MVA on 4/22 is currently in the auto body's paint shop and should be returned to the District in the next few weeks. **COMMISSIONER HALPIN** clarified with FIRE CHIEF RILEY that the total cost of repairs should be approximately \$30,000.
6. KCEMSS JPB Special Meeting – FIRE CHIEF RILEY reported that he and ASST. CHIEF DILL will be attending a special JPB meeting at KCEMSS later today. There will be discussion on the Chiefs of the three ALS Agencies (CDA Fire, KCFR, and NLFD) assisting with management of the system in the interim once Chief Keeley retires on 10/1 and a replacement can be found, as well as being involved in the hiring process.
7. Staff/Operational Reports were presented for review including:
 - a. Assistant Chief Report – ASST. CHIEF DILL reported on the following:
 - i) Admin staff have been working on getting quotes for minor remodel of the St 1 shift office and crew quarter's kitchen; the quote came in at \$12,000 including labor and purchase of appliances, as well as some electrical work.
COMMISSIONER DUNCAN clarified with ASST. CHIEF DILL that the remodel will include new appliances in the crew quarters as well as installation of a kitchen island; and, the remodel of the shift office will include opening up the current captain office to accommodate work stations for additional staff.
 - b. Fire Training/EMS Division Chief Report – As presented for review.
 - c. Fire Marshal Report – As presented for review.
 - d. Fire Prevention Bureau Report – For July as presented for review.
 - e. Overtime Report – For July as presented for review.
 - f. Run Report – For July as presented for review.

B. Commissioner Reports

COMMISSIONER HALPIN reported that he has been on the District's board of fire commissioners for sixteen years and that he has made the decision to retire and not run for re-election this November. He stated that he has enjoyed being on the board and thanked the other members, as well as the District staff, for all their assistance over the years. He also noted that a new chairman and representative to the KCEMSS JPB will need to be appointed in January. The other board members thanked **COMMISSIONER HALPIN** for his service to the District.

VIII. Public Input

JOHN SPENCER clarified with DEPUTY FIRE MARSHAL LARSON that the District participated in the recent Hayden Days with several apparatus in the parade, and that the Union Local 4045's annual Pancake Breakfast was very successful in raising donations for their Benevolent Fund again this year.

IX. 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 AMENDE** at 10:51 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 10th day of August 2023.

ATTEST BY:



Valerie Krapp, District Secretary

