

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

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November 24<sup>th</sup>, 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 Halpin, Pearce, Thompson, and Washko

**COMMISSIONER ABSENT:** Commissioner Amende

**OTHERS PRESENT:** Fire Chief Riley, Division Chief Dill, Fire Marshal Drechsel, Secretary Knapp, Doug Duncan & guest, and Chris Larson

**II. Pledge of Allegiance**

**COMMISSIONER THOMPSON** led the Pledge.

**III. Amend Agenda**

**COMMISSIONER THOMPSON** made a motion, seconded by **COMMISSIONER WASHKO**, to call an Executive Session pursuant to Idaho Code §74-206 (1) (a) to consider hiring of personnel.

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

**COMMISSIONER THOMPSON** called for a roll call vote:

ROLL CALL VOTE:

Commissioner Halpin	Yes
Commissioner Pearce	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

Motion carried

**IV. Consent Calendar**

The consent calendar was presented for review as follows:

- A. Approval of November 24<sup>th</sup>, 2021 Meeting Agenda as amended;
- B. Approval of November 10<sup>th</sup>, 2021 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of YTD Monthly Revenue/Expense Report for October

**COMMISSIONER HALPIN** made a motion, seconded by **COMMISSIONER PEARCE** to approve the November 24<sup>th</sup>, 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 Halpin	Yes
Commissioner Pearce	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

Motion carried

## V. New Business

### A. Certified Election Canvass Results-Certificates of Election

The November 2<sup>nd</sup>, 2021 election canvass results certified by the Kootenai County Board of Commissioners and the Kootenai County Elections Clerk on November 9<sup>th</sup>, 2021 were presented for review. Also presented for review were the Certificates of Election to be presented to the elected candidates.

**COMMISSIONER WASHKO** made a motion, seconded by **COMMISSIONER PEARCE** to accept the November 2<sup>nd</sup>, 2021 certified election canvass results as presented.

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

**COMMISSIONER THOMPSON** called for a roll call vote:

ROLL CALL VOTE:

Commissioner Halpin	Yes
Commissioner Pearce	Yes
Commissioner Thompson	Yes
Commissioner Washko	Yes

Motion carried

## VI. Reports

B. Chiefs Report – No written report was presented for review. FIRE CHIEF RILEY reported on the following:

1. St. 8 Shop – The Idaho Dept. of Transportation (ITD) has requested options from the District in order to keep the mechanic shop at Fire Station 8 in Rathdrum operational due to the Highway 53 widening project. FIRE CHIEF RILEY reported that after discussion with admin staff, possible options include:
  - a. For the ITD to build a new shop east of the existing building. This would involve demolishing the current building and then digging out the fill in old pit between it and St 2, and then have it refilled for construction. Will need to get a quote for digging out the fill and replacing it.
  - b. Relocate the current shop to a new location. This would involve purchase or lease of new property. FIRE CHIEF RILEY reported that FIRE MARSHAL DRECHSEL has looked into a build-to-suit on leased land in Warren K Park. The estimated cost is \$40/sq. ft. to build a 6,000-6,500 sq. ft. building with offices, maintenance shop, and storage for the fire boat. The 130'X62' lot would be on a long term lease. There was discussion on the lot size allowing for pump testing.

There was discussion on the ITD's widening project on Highway 53 leaving approximately 30' in front of the current St 8 from the bay door to road edge; and that this would make it impossible to drive a fire engine in or out of the bay safely. There was further discussion on the current property land deed from the BNSF stipulating the property can only be used as a fire station and that the current St 8 could be used as a storage station if the mechanic shop is relocated.

2. Personnel Update – There are currently three suppression staff off on medical/injury leave with a 4<sup>th</sup> soon to be out. FIRE CHIEF RILEY reported that one will be released to full duty on 11/28. In the interim, a paramedic has been temporarily moved from one shift to another to help with minimum staffing.

FIRE CHIEF RILEY reported that the District will be opening up advertising for new hires including one to replace the employee who is not expected to return, and three (3) additional suppression positions for one on each shift. He stated that he will be adjusting the current budget to reallocate funding to personnel costs. **COMMISSIONER THOMPSON** clarified with FIRE CHIEF RILEY that the current budget does include funding for a mid-year firefighter/paramedic hire. There was further discussion on:

- a. Using National Testing Network (NTN) for all new hire testing including written exam and certified physical ability test, with the District doing interviews with a scenario based practical;
  - b. Will have a five-week academy Mon-Fri for the new hires to complete their task books versus using the 6-month timeframe.
  - c. Work with KCEMSS to get medics cleared within 5-6 months.
3. Other - FIRE CHIEF RILEY reported that KCF&R did have a fire engine flip on its side earlier this week and sounds like roadway failure might have been the cause. He noted that seatbelts and side airbags kept the firefighters from sustaining any serious injury.

C. Commissioner Reports

There were no commissioner reports.

VII. Public Input

There was no public input.

VIII. 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 personnel.

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

**COMMISSIONER THOMPSON** called for a roll call vote:

ROLL CALL VOTE:  
Commissioner Halpin        Yes  
Commissioner Pearce        Yes  
Commissioner Thompson    Yes  
Commissioner Washko        Yes

Motion carried

Entered Executive Session at 10:25 a.m.

**COMMISSIONER HALPIN** made a motion, seconded by **COMMISSIONER PEARCE**, 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 Halpin        Yes  
Commissioner Pearce        Yes  
Commissioner Thompson    Yes  
Commissioner Washko        Yes

Motion carried

Exited Executive Session at 10:35 a.m. There was discussion on hiring of personnel. No decisions were made.

**IX. Adjournment**

The regular meeting was adjourned upon the motion of **COMMISSIONER THOMPSON** and as seconded by **COMMISSIONER WASHKO** at 10:36 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 24<sup>th</sup> day of November 2021.

ATTEST BY:

  
Valerie Knapp, District Secretary  
