

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

**REGULAR MEETING**

February 24<sup>th</sup>, 2022 at 10:00 a.m.  
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, Division Chief Mather, Division Chief Dill, Fire Marshal Drechsel, Secretary Knapp, Matt Legg, Fritz Wiedenhoff, Tyler Denham, Caleb Tyler, and Jarrod Pitts

**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 February 24<sup>th</sup>, 2022 Meeting Agenda as presented;
- B. Approval of January 27<sup>th</sup>, 2022 Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of YTD Monthly Financial Report for January

**COMMISSIONER PEARCE** made a motion, seconded by **COMMISSIONER AMENDE** to approve the February 24<sup>th</sup>, 2022 Consent Calendar as presented.

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

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

**V. New Business**

**A. Fiscal Year 2023 Budget Hearing Date**

The *FY2023 Budget Hearing Notification* form from the Kootenai County Auditor was presented for review. Taxing entities must notify the county auditor's office of its next fiscal year budget hearing date/time by 4/30 each year. CHIEF RILEY noted that the District's second board meeting in August is scheduled for 8/25 and recommended that, as in year's past, the board hold the public budget hearing at 10:00 a.m. followed by the regular board meeting.

The board's consensus was to hold the District's Fiscal Year 2023 Public Budget Hearing on Thursday, August 25<sup>th</sup>, 2022 at 10:00 a.m., Fire Station 1 in Hayden.

**B. Resolution 22-02**

A resolution entitled *Declaring Certain District Personal Property as Surplus to be Disposed of* was presented for review. FIRE CHIEF RILEY reported that the District has identified for surplus two (2) sets of Holmatro extrication tools purchased with Federal Grant funding in 2003 and 2016 that are in a state of disrepair and have been replaced with new equipment. He stated that he recommends surplus and disposal to make room on apparatus. It was noted the combined value of the equipment is \$500.

**COMMISSIONER WASHKO** made a motion, seconded by **COMMISSIONER PEARCE** to approve Resolution 22-02, *Declaring Certain District Personal Property as Surplus to be Disposed of*, as presented.

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

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

## VI. Reports

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

1. Impact Fee Status at Cities of Hayden, Rathdrum and Kootenai County –

- a. The City of Hayden has the District's impact fee collection working through their Planning and Zoning Commission, and their finance director has set up a collection system in anticipation of its approval. **COMMISSIONER WASHKO** clarified with FIRE CHIEF RILEY that the impact fees collected by the city will be remitted to the District on a quarterly basis.
- b. The City of Rathdrum will have the fire district impact fee collection going before their Planning and Zoning at their next meeting. FIRE CHIEF RILEY reported that he will attend the meeting to be available for any questions.
- c. The impact fee process will take additional time with Kootenai County as their development impact fee committee (DIFAC) is getting public input before moving forward.

There was further discussion on multi-unit apartment developments being charged the commercial per sq. ft. impact fee amounts.

There was also discussion on proposed legislation being considered in Idaho that would create a Ground Emergency Medical Transportation (GEMT) program that would provide a possible revenue source to cover the funding gap between actual costs and the amount received from Medicaid and other reimbursement sources. FIRE CHIEF RILEY reported this bill is on the senate floor today and will go to house committee tomorrow. He also reported on proposed legislation that would give special taxing districts limited ordinance authority to collect impact fees, so that cities/counties don't have to collect the fees on their behalf.

2. Levy Committee – A committee meeting was held on 2/22 with admin staff, Local 4045 representatives, and **COMMISSIONER PEARCE**. There was discussion on the status of the District's SAFER grant, and on the District's 3<sup>rd</sup> staffed station. There was discussion on moving forward with construction of the new station in anticipation of being awarded the SAFER grant. FIRE CHIEF RILEY reported that the levy committee discussed the possible location of the station as well as the type of structure, including the option of a pre-fab structure that could be delivered and constructed rapidly on-site.

There was further discussion on: the station design; the square footage needed to add crew quarters to the existing St. 3 at Garwood; a possible location sharing with another agency for administrative offices; and, other land donations for future fire stations.

3. SAFER Grant – The District's application was accepted and will go to Peer Review.
4. KCEMSS – Have a meeting later today with KCEMSS, other fire agencies and the county attorney regarding possible requirements for service providers in Kootenai

Health. FIRE CHIEF RILEY stated that he will keep the board updated after the meeting.

5. New Employees – The top four candidates have been given conditional job offers; two have accepted and are waiting on responses from the other two. **COMMISSIONER PEARCE** clarified with FIRE CHIEF RILEY that if all four don't accept the offer, the Hiring Committee will be reconvened.
6. FY 2021 Audit Report – A copy of the draft audit report for FY 2021 was included in board packets for their review. The final audit report will be presented in March.

B. Commissioner Reports

There were no commissioner reports.

VII. Public Input

There was no public input.

VIII. Adjournment

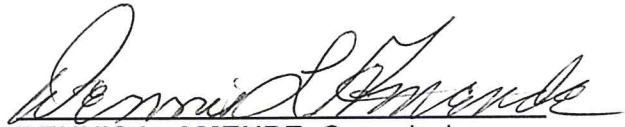
There being no further business to be brought before the board, the regular meeting was adjourned upon the motion of **COMMISSIONER PEARCE** and as seconded by **COMMISSIONER WASHKO** at 10:19 a.m.

**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



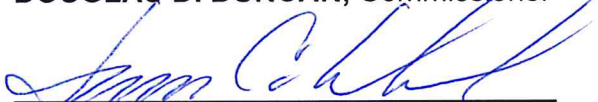
DENNIS L. AMENDE, Commissioner



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 24<sup>th</sup> day of February 2022.

ATTEST BY:



Valerie Knapp, District Secretary

