

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

September 22nd, 2022 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, Division Chief Mather, Division Chief Dill, Division Chief/Fire Marshal Drechsel, Secretary Knapp, Fritz Wiedenhoff, Christian Agesen, Chris Larson, John Spencer, Jarrod Pitts, and Caleb Tyler

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 September 22nd, 2022 Meeting Agenda as presented;
- B. Approval of September 8th, 2022 Public Hearing/Regular Meeting Minutes;
- C. Approval of Unpaid and Paid Bills Lists;
- D. Review of YTD Monthly Financial Report for August

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER AMENDE** to approve the September 22nd, 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. Collective Bargaining Agreement with Local 4045

FIRE CHIEF RILEY reported that the Collective Bargaining Agreement (CBA) between the Northern Lakes Fire District and Northern Lakes Firefighters Local 4045 with effective dates of October 1, 2022 through September 30, 2027 was presented for review at last regular meeting.

FIRE CHIEF RILEY reported that the CBA as presented is a 5-year contract that has been ratified by the Local 4045 membership. He noted that the contract was negotiated in good faith between the Local and the District's labor management members, **COMMISSIONER HALPIN** and **COMMISSIONER PEARCE**.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER WASHKO** to approve the Collective Bargaining Agreement between the Northern Lakes Fire District and Northern Lakes Firefighters Local 4045 with effective dates of October 1, 2022 through September 30, 2027, as presented.

COMMISSIONER HALPIN called for discussion. There was no discussion.

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

B. Conflict Waiver Letter for Lease Transaction

A letter entitled *Proposed Local Improvement District and Waiver of Potential Conflict* from Hawley Troxell, Attorneys and Counselors, was presented for review. FIRE CHIEF RILEY reported that the board had approved an engagement letter with Hawley Troxell at their last meeting for legal services (bond counsel) for the District's lease purchase of a 3rd staffed fire station. He stated that because Hawley Troxell also represents First Interstate Bank, the financial institute who will be financing the lease purchase, the District is being notified of this and that the bond counsel will be representing the District during the lease transaction and will not represent First Interstate Bank. He noted that the letter is acknowledgement that the District has been notified and waives any potential conflict.

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER AMENDE** to acknowledge and accept the *Proposed Local Improvement District and Waiver of Potential Conflict* letter 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. FIRE CHIEF RILEY reported on the following:

1. Impact Fee Update – Will be attending the Kootenai County Planning Commission meeting later this evening for discussion on the collection of fire impact fees. FIRE CHIEF RILEY reported that the District did receive an impact fee transfer from the city of Rathdrum for fees collected in August in the amount of \$15,384. He reported that the District should see transfers of collected impact fees from both Rathdrum and the city of Hayden for September sometime in October.

There was further discussion on information the cities are going to provide for tracking the collected fees per Idaho code.

2. Hiring – The three new hires began the District fire academy on 9/19 and all is going well. There was further discussion on:
 - a. The new hires include 2 paramedics and 1 EMT;
 - b. ENGINEER LEGG and FIREFIGHTER SORENSON are the lead instructors for the academy and are on a 5-day, 10-hour day schedule this time versus being assigned to their shifts for the duration of the academy.

3. SAFER Grant – The District was officially notified yesterday that we have been awarded the fiscal year 2021 SAFER grant in the amount of \$4.5 million to hire 12 firefighters (paramedics & EMTs) to be reimburse at 100% for 3 years, with the District having to pick up the salary and personnel costs at year 4. FIRE CHIEF RILEY reported that the District has 30 days to accept or decline the grant funding, with Admin staff holding a planning meeting later today. Planning will include the 3rd staffed station completion and the hiring process.

There was further discussion on the grant acceptance process and on how the District's hiring process will work.

4. Admin Staff MOUs – FIRE CHIEF RILEY stated that the board's packets include draft Memoranda of Understanding (MOU) that are renewed each fiscal year for the 8 non-bargaining Administrative staff, for their review. FIRE CHIEF RILEY reported that these MOUs run concurrent with the labor contract (CBA) and will be on the

agenda for discussion/possible approval at the next board meeting (10/13). The requested changes to the MOUs include:

- a. 40% of sick leave buyout upon PERSI eligible retirement paid in the employee's VEBA account; now that this has been adopted in the CBA, it must be offered to all employees);
- b. Adding the federally recognized holiday of Juneteenth as paid time off; and
- c. Pro-rated longevity paid out upon PERSI eligible retirement or certified medical disability (language was added to CBA in 3/2022).

B. Commissioner Reports

The board thanked staff for all their work on the SAFER grant. FIRE CHIEF RILEY noted that DEPUTY FIRE MARSHAL LARSON and EMS DIVISION CHIEF DILL worked on the application with assistance from retired EMS Chief Brad Van Ert. He also noted that the GIS survey that the Union requested from the IAFF provided important data on response times that most likely had a lot to do with the grant award. DEPUTY FIRE MARSHAL LARSON thanked EMS CHIEF DILL and FF/MEDIC PITTS for spearheading the IAFF GIS Study.

VII. Public Input

UNION PRESIDENT LARSON thanked the board for their support and approval of the 5-year labor contract, as well as the labor negotiation team of FF/MEDIC AAGESEN, FF/MEDIC PITTS, and CAPTAIN MICHAEL for all their hard work.

The board thanked UNION PRESIDENT LARSON for the successful negotiations and the Union's professional input during the sessions.

JOHN SPENCER congratulated the District on the SAFER grant award and stated that he agrees with a tax override levy in order to keep the 12 new firefighters after the grant performance period ends.

JOHN SPENCER reported that the city of Hayden task force committee recommended to the city council that a tax override levy be on the ballot in November to hire 6 additional sheriff deputies. He noted that the city approved the measure be on the November ballot for \$500,000 in additional tax levy, stating that more information is available at KeepHaydenSafe.org. He thanked FIRE CHIEF RILEY for his help with this as well.

VIII. Executive Session

COMMISSIONER PEARCE made a motion, seconded by **COMMISSIONER WASHKO**, to enter Executive Session pursuant to Idaho Code §74-206 (1)(a) to consider hiring/promotion of employees.

COMMISSIONER HALPIN called for discussion. There was no discussion.

COMMISSIONER HALPIN called for a roll call vote:

ROLL CALL VOTE:
Commissioner Amende Yes
Commissioner Duncan Yes
Commissioner Pearce Yes
Commissioner Washko Yes
Commissioner Halpin Yes

Motion carried

Entered Executive Session at 10:17 a.m.

Exited Executive Session at 10:26 a.m. There was discussion on qualifications of employees on promotional lists and candidates on hiring list. No decisions were made.

The board gave FIRE CHIEF RILEY the direction to make promotions due to anticipated upcoming vacancies.

IX. Adjournment


There being no further business to be brought before the board, the regular meeting was adjourned upon the motion of **COMMISSIONER WASHKO** and as seconded by **COMMISSIONER HALPIN** at 10:29 a.m.

COMMISSIONER HALPIN called for discussion. There was no discussion.

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



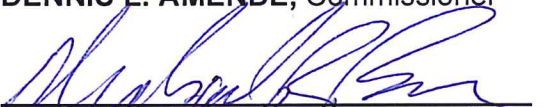
DAVID P. HALPIN, Chairman



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 22nd day of September 2022.

ATTEST BY: 
Valerie Knapp, District Secretary

