

**MINUTES OF THE SPIRIT LAKE FIRE COMMISSIONERS
REGULAR MEETING**

April 20, 2011

32168 N. 6th Avenue, Spirit Lake, Idaho at 4:00 PM (PST)

CALL TO ORDER:

COMMISSIONER MILLER called meeting to order at 4:00PM

COMMISSIONERS PRESENT: Commissioner Mark Miller, Commissioner Chuck Hodge, & Commissioner Tom Russell

OTHERS PRESENT: Chief DeBernardi, Fire Marshal, Firefighters: Carla Morales & Chris Robinson; and Bookkeeper Brandy Browning.
Also present Mick & Terry Jackson, Blues Fest Representatives.

PLEDGE OF ALLEGIANCE: Was led by Commissioner Hodge.

1. Approval of Minutes (4:05 PM):

COMMISSIONER MILLER motioned to approve the minutes from 3/16/2011 and 4/6/2011 as written with the exception that on page 2 of the 4/6/11 minutes the phrase "no community meetings will be held at the Station unless the meeting is sponsored by the Spirit Lake Fire Protection District" will be added; seconded by **COMMISSIONER HODGE** and a vote of aye by all.

Motion carried.

2. Firefighter Report (4:15 PM):

Firefighter Morales gave the monthly Firefighter report for March: 27 medical calls (169 year to date), 11 fire calls (74 year to date), and 5 motor vehicle calls (25 year to date).

3. Blues Fest (4:20 PM):

Mick and Terry Jackson, organizers of the 2011 Blues Fest, came before the Commission to request assistance from the District's Volunteers as Security for the event and for the District to allow the Blue's Festival to use the District's liability insurance for the event. Commissioner Hodge stated that he was concerned and that security was outside of the District's Mission Statement and that use of the District's liability insurance may result in a lawsuit. Commissioner Russell offered information on insurance policies that are offered for events. Mick stated they were changing the event to be more community friendly and music would be held in the park instead of on Maine Street. The Commission suggested that they contact the VFW for volunteers.

4. Fire Marshal Report (4:30 PM):

a. Fire Marshal Nowacki reported that:

Kootenai County issued one Certificate of Completion and the replacement of a mobile home with a residential structure.

Bonner County issued two permits: a mobile home setting and a storage building.

b. He also had an update on the ordering of radios from the FEMA Grant. The equipment will be ordered in two phases, handheld radios first and mobile equipment second. The handhelds should be in within two weeks but the mobile equipment will take at least eight weeks to receive.

c. Surplus equipment has not yet been placed on EBay.

d. Day Wireless has installed the additional paging equipment at Station 2 however, Wayne is unsure of how it is operating at this time.

e. Wayne has been working on revamping his and the Chief's Office. He figures he will need roughly \$50 from the building improvement line to finish organizing his area. He also requested \$100 to purchase a flat screen monitor for the server. A flat screen would take less counter space than the current monitor. There was a short discussion on what line item the monitor would be purchased from. Placing this purchase under new equipment purchases will cause an overage.

COMMISSIONER HODGE motioned to approve the purchase of a new monitor at the cost of \$100 from the new equipment line item.

COMMISSIONER MILLER seconded the motion with a vote of aye by all.

Motion carried.

5. Fire Chief Report (4:35 PM):

a. **COMMISSIONER HODGE** filled in Chief DeBernardi on the EMS Border discussion held at a previous meeting. Chief Borders of KCEMSS will be contacting Bonner County in regards to this issue.

b. Chief reported that he was able to find a replacement tank for the raffle truck in Arden, WA. Idaho Department of Lands has agreed to trade out their tank, which was originally located in the raffle brush truck, for the replacement tank.

- c. Chief reported that he needs more time to work on a hiring list.
- d. Chief stated that the last Training Officer Meeting went well. Firefighter Roger Adams is busy coordinating a live training burn for 5/14-5/15.

6. Training Officer (4:45 PM):

COMMISSIONER HODGE asked Firefighter Roger Adams if he felt the District needed a part-time training officer. Roger did feel there was need for that type of a position within the District and stated that he would put together a presentation.

7. Brush Truck Presentation (5:00 PM):

Firefighter Roger Adams gave a power point presentation on how the purchase of a new Brush Truck is progressing. A 2006 F-550 was brought to Station 1 by Jordan Wholesale, LLC for personnel and Commission to see. Everyone went outside to look over the truck. This particular truck is fully equipped and would only need minimal work in order to be put in service; a light bar, paint, stripping, body work, & seat repairs.

8. Lease (6:10 PM):

The Commission reviewed numbers given to the District by Mountain West Bank for a possible lease on the new Brush Truck. There was a brief discussion held.

9. Raffle Update (6:35 PM):

Brandy reported the raffle is progressing quickly; we have sold roughly half the tickets. The Commission was excited to hear how well the raffle is progressing. There was a discussion held on future events that the truck maybe available for.

10. Impact Fees (6:45 PM):

COMMISSIONER HODGE reported that the District's Attorney, Randall Adams, will be addressing the City's concerns with the proposed Impact Fee Collection Agreement. Randall will rewrite the original Draft Agreement to include a hold harmless statement. The District is requesting to be on the City Council Meeting Agenda for May 10, 2011 with the rewritten agreement.

Brandy reported that there is no news from Kootenai County on an Impact Collections Agreement.

11. Station 3 (6:55 PM):

Brandy reported that she had spoken to Geoff Meeks at Idaho Department of Lands in regards to negotiations on leasing the land that Station 3 is located on. Geoff stated that the District's request had been received but he had no other information at this time.

COMMISSIONER MILLER reported that he is still working on getting a piece of land donated to the District so that Station 3 could be relocated to a piece of property that is owned by the District.

12. Budget & Levy Training (7:00 PM):

Brandy reminded the Commission that Budget & Levy Training would be held 5/4/11 at the Kootenai County Administration Building from 8 to noon.

13. Executive Session- Idaho Code §§ 67-2345 Sub Sections A-F (7:05 PM):

COMMISSIONER HODGE motioned to enter executive session pursuant to provisions of Idaho Code 67-2345, subsection 1(b), seconded by **COMMISSIONER MILLER**.

Executive Session entered at 7:05PM.

COMMISSIONER MILLER made a motion to exit the Executive Session and return to the Financial Meeting, seconded by **COMMISSIONER RUSELL**.

Motion carried.

Executive session ended at 8:15 PM.

14. ADJOURNMENT (8:15 PM):

There being no further business to be brought before the Board, the Regular Meeting was adjourned upon the motion of **COMMISSIONER HODGE** and as seconded by **COMMISSIONER MILLER** AT 8:15 PM.

COMMISSIONER MILLER called for the vote and all were in agreement to the motion. No roll call voted was taken.

Motion carried.

Spirit Lake Fire Protection District, Fire Commissioners

Attest:

Brandy Browning, Bookkeeper