

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

June 8, 2011

32182 N. 6th Avenue, Spirit Lake, Idaho at 4:00 PM (PST)

CALL TO ORDER:

COMMISSIONER MILLER called meeting to order at 4:00 PM

COMMISSIONERS PRESENT: Commissioner Miller, Commissioner Hodge & Commissioner Russell

OTHERS PRESENT: Fire Chief John DeBernardi and Bookkeeper Brandy Browning

PLEDGE OF ALLEGIENCE: Was led by **COMMISSIONER MILLER**

1. Financials (4:00 PM):

Checks were signed.

COMMISSIONER MILLER reviewed and approved the May Bank Statements.

2. EMS (4:35 PM):

The Commission reviewed and briefly discussed a spreadsheet outlining the District's EMS Transports for 2010.

3. Raffle Update (4:45 PM):

Raffle Sales are nearly complete. There are a few outstanding books that need to be returned to Brandy but she has been assured that the tickets from those books are all sold.

4. Equipment Sales (4:50 PM):

Chief DeBernardi reported that there are pagers and non-narrowbandable radios ready to be sold as surplus equipment. Brandy reported that Fire Marshal Nowacki suggested that there could be up to \$2500.00 in Communications Surplus sold in FY 11/12.

5. Impact Fees (5:00 PM):

There has been no further progress on an Intergovernmental Agreement for the Collection of Impact Fees between the Spirit Lake Fire Protection District and Kootenai County. Brandy forwarded a copy of the signed agreement between the District and the City of Spirit Lake to Kootenai County and has not received a reply.

6. Budget Requests (5:05 PM):

The Commission reviewed the Communications Budget Request and the Administrative Budget request. Brandy gave a presentation on the Administrative Budget Request. The Commission took the requests under advisement with a decision to be made at a later meeting.

7. Training OT (5:20 PM):

The Commissioners reviewed the budget and a spreadsheet outlining the impact the Training Overtime has had on the budget. At the regular meeting held 4/20/11 the Commission approved for all Duty Crew Firefighters to attend Tuesday Night and Saturday Trainings that the individual firefighters felt would be beneficial from 4/21/11 to 5/31/11. The Commission discussed the findings and asked that Chief DeBernardi extend the end date from 5/31/11 to 9/30/11 via an Interoffice Memo.

8. Credit Card Request (5:35 PM):

Brandy reported that Firefighter Andy Hill had requested a credit card for his use in Building Maintenance, Repairs, and Improvements. He felt it would make it much easier for him to make the appropriate purchases in a timely manner.

COMMISSIONER MILLER motioned to approve that a new INB Visa credit card be issued to Firefighter Andy Hill with a \$2000.00 credit limit. Seconded by **COMMISSIONER HODGE** and a vote of aye by all.

9. Executive Session- Idaho Code §§ 67-2345 Sub Sections A-F (5:45 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 5:45 PM.

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

Motion carried.

Executive session ended at 10:30 PM.

8. ADJOURNMENT (10:30 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 RUSSELL** at 10:30 PM.

COMMISSIONER MILLER called for the vote and all were in agreement to the motion.

Motion carried.

Spirit Lake Fire Protection District, Fire Commissioners

Attest:

Brandy Browning, Bookkeeper