

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

July 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 was absent.

OTHERS PRESENT: Fire Chief John DeBernardi, Fire Marshal Wayne Nowacki, Firefighters: Earl Frates & Andy Hill; Intern Destiny Blimka, and Bookkeeper Brandy Browning

1. Approval of Minutes (4:00 PM):

COMMISSIONER HODGE motioned to approve the minutes from 6/15/2011 and 7/6/2011 as written; seconded by **COMMISSIONER MILLER** and a vote of aye by all. **COMMISSIONER RUSSELL ABSENT.**

Motion carried.

2. Firefighter Report (4:05 PM):

The Commission reviewed the monthly Firefighter report for June: 25 medical calls (235 year to date), 2 fire calls (91 year to date), and 2 motor vehicle calls (37 year to date).

Training included: Boat, Pharmacology, Radio, Water Supply, & Relay Pumping.

3. Fire Marshal Report (4:07 PM):

a. Fire Marshal Nowacki reported that:

Kootenai County issued 4 building permits for: a swimming pool, a mobile home setting, a single family residence, and a residential addition.

Bonner County issued seven building location permits: 4 single family residences, a mobile home setting, a roof over an existing mobile home, and a greenhouse.

Also in Bonner County a new subdivision, Needs Estates, has been proposed. The subdivision would divide a 30 acre parcel into three 10 acre parcels.

- b. He reported that all 700MHz mobile radios are now in service. The mobile 700MHz radios have been ordered and will be delivered by August 1st. The mobiles should all be installed by mid-August.
- c. Wayne requested the purchase of 2- International Fire Code Books, 1- International Wildland Urban Interface Code Book, and 1- International Building Code Book. He stated that the books need to be updated every three years. The total cost to purchase the books would be \$275.00

COMMISSIONER HODGE motioned to approve the purchase of 2- International Fire Code Books, 1- International Wildland Urban Interface Code Book, and 1- International Building Code Book at a cost of \$275.00, this purchase will be added as a new line item to the Administrative Budget 5120; seconded by **COMMISSIONER MILLER** and a vote of aye by all. **COMMISSIONER RUSSELL ABSENT.**

Motion carried.

- d. The Department is also in need of two new digital cameras to use on scene.

COMMISSIONER MILLER motioned to approve the purchase of 2 digital cameras under line item 5025 Truck Tools with a total cost of 350.00 for both cameras; seconded by **COMMISSIONER HODGE** and a vote of aye by all. **COMMISSIONER RUSSELL ABSENT.**

Motion carried.

4. Fire Chief Report (4:25 PM):

- a. Chief reported that the current proficiency skills testing is mapping. He is still working to get through this training with the crews.
- b. Chief reported that Officer Training was not held this month.
- c. Chief reported that he needs more time to work on a hiring list.
- d. Chief stated that paging is having intermittent issues. He has contacted DayWireless to move their equipment from where it is located on the side of the building at Station #2. The equipment may be damaged by snow sliding off the roof; he has not received a response.

- e. J.P. Stravens was contacted for pricing, and did send over a vague outline of pricing. Chief will contact Jim Stravens to see if he could give a presentation to the Commission at the 8-3-11 meeting.
- f. Chief reported that two community stand-by events: the Treeport Fly-in and Stoneridge 4th of July Fireworks were a success. He received thank you notes from both communities.

5. UTV (4:40 PM):

Andy gave a report on his and Earl's efforts to find a UTV for the Department. They felt that a Polaris Ranger would be the best choice. Andy did state that many of the accessories from the Rhino would not fit on a Ranger. He did think they would be able to trade in or sell some of the accessories to purchase accessories that would fit on a Ranger; the tracks would be one of the items that would not fit a Ranger. Both Commissioner Hodge and Commissioner Miller commented that they would like a Committee put together to outline the criteria for a UTV. Andy and Earl both stated no one had wanted to volunteer for a UTV Committee. Commissioner Miller stated that it sounded like they knew what they were looking for and if the right unit came along at the right price to move on it.

6. Budget Requests (5:00PM):

Firefighter Earl Frates stated that each of his budget items are funded at acceptable levels and he would not be requesting any budget increases.

- 5025 Portable Truck Tools
- 5014 SCBA
- 5151 Station Tools
- 5170 Vehicle Maintenance

Firefighter Andy Hill stated that he felt each of his budget items are funded at acceptable levels and he would like the ability to transfer funds between 5018 Building Maintenance and 5016 Building Improvements as needed though.

7. Executive Session- Idaho Code §§ 67-2345 Sub Sections A-F (5:05 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 5:05 PM.

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

Motion carried.

Executive session ended at 5:40 PM.

11. ADJOURNMENT (5:40 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 5:40 PM. A vote of aye by all present.

Spirit Lake Fire Protection District, Fire Commissioners

Attest:

Brandy Browning, Bookkeeper