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Description automatically generatedEAST SIDE FIRE DISTRICT

BOARD OF FIRE COMMISSIONERS

**REGULAR MEETING MINUTES**

August 11, 2020 | 10:30AM

20338 S. Hwy 97, Harrison, ID 83833

Present:

Commissioners: Fred Fricke, Loren Nelson, Akos Ador

Fire Chief Dan Currie; Fire Chief Jerry Lynn

Deputy Chief Charlotte Pegoraro

District Clerk: Amber Loewe

Other: Captain Norb Twillmann, Captain Ed Gossett, Bill Lampard, Mary Mills, Ronnie Mills, Carlene Cada, Dennis Cada, Kristi Lynn

Commissioner Fricke opened the Public Hearing for FY2021 Budget and New Annexations at 1034 hours.

Chief Currie read a proposal to revise the budget from the published budget. Chief Currie then reviewed the annexation process. With no further business to discuss and no public comment on either subject, Commissioner Fricke closed the Public Hearings on New Annexations as well as the FY 2021 Proposed Budget at 1035 hours.

Commissioner Fricke opened the regularly scheduled meeting of the East Side Fire District Commissioners at 1035 hours. Commissioner Nelsonmoved to approve the August 11, 2020 agenda as presented. Commissioner Ador seconded the motion, which carried by unanimous vote.

# **APPROVAL ACTION ITEMS**

1. **ACTION ITEM: Approval of 2021 Budget as revised:** Commissioner Ador moved to approve the FY2021 budget as revised. Commissioner Nelson seconded the motion, which carried by unanimous vote.
2. **ACTION ITEM: Approval of new Annexations:** Commissioner Nelson moved to approve the newly listed annexations to the fire department coverage. Commissioner Ador seconded the motion, which carried by unanimous vote.

## C. Minutes: Commissioner Fricke mentioned an error in the start time in the minutes for the Commissioner’s Meeting on July 14th, 2020. It will be corrected from “830 hours” to “1030 hours”. Pending that correction, Commissioner Ador moved to approve the minutes of July 14, 2020 as presented. Commissioner Nelson seconded the motion, which carried by unanimous vote.

**D**. **Financials and Bills/Expense Reports:** Commissioner Ador moved to approve the financial and expense reports as presented. Commissioner Nelson seconded the motion, which carried by unanimous vote.

# **CHIEFS’ REPORTS**

1. **Equipment:** 
   1. **Idaho Rebound:** The Funding has been approved for the Aeroclave decontamination union through the Cares Act: Idaho Rebound. Funds have been received. Equipment should be 4 weeks lead time.
   2. **Repairs:** Repairs to 1401 have been completed and decals are on their way.
   3. **Radio Updates:** We received our radios and have them all programmed. They will be paid off over the next 4 years with no interest. Thank you to Amber Loewe for her efforts in programming all the radios and also to Captain John Ward at KCFR and Collin McRoy of KCSO for their help and support. Discussion ensued.
2. **Operations:** 
   1. **Incidents:** Incidents are on trend in comparison to last year.
   2. **2021 Operating Budget:** 2021 Operating Budget is listed as we calculated the 10-year budget. Chief Currie was using a simple inflation prior to last year, but he has changed it to be more in line to the L-2. With that being said, the numbers have been changed in reserves and L-2.
   3. **2021 Budget and Reserve Review:**

a. Review final 2021 Annual Budget and Reserve forecast. Discussion of future forgone (see attached)

* 1. **Gozzer Ranch:** Chief Currie confirmed that we concluded the agreement with Gozzer Ranch regarding fire flows. Gozzer secured a 1,000 GPM diesel pump for their irrigation pump house for ESFD and KCFR use. The agreement is active for 24 months. (see attached) Gozzer has indicated that they will donate the pump to East Side Fire. The process was well supported by KCFR and agreement was signed in partnership with KCFR.
  2. Fireboat 1474 was requested for 2 mutual aid calls in the Harrison and Conklin Bay areas.
  3. Chief Currie has offered to cover for Inspection tasks for the next several months as Chief Lynn onboards. Additionally, Chief Currie will oversee the Essentials class early next year in support of getting Chief Lynn certified as a trainer.
  4. We were called to a structure fire at Lakeshore Lodge on Friday 7/31. It was a great team effort.
  5. Thank you to Amber for all of her efforts with programming our new radios and getting everything together quickly.
  6. Thank you to Captain Gossett who is retiring at the end of this month. Ed joined East Side in 2000 and has served our community for over 20 years. We thank Ed for all that he has done for East Side Fire District and the community and wish him the absolute best in the years to come.

1. **Building and Facilities:**
   1. **Station #4 Breakwater:** The cedar logs should be arriving, and breakwater will be in place for the winter season.

**D. EMS Report: Pegoraro (see report)**

**1.** **Kootenai County EMS:** No BLS meeting in July. Next meeting is scheduled for Friday August 14th.

**2.** **EMT Training for Chief:** Deputy Chief Pegoraro has received approval from the Idaho EMS Bureau of the Department of Health to hold a one person EMT course for Chief Lynn. This will be a hybrid class with the majority of work completed online.

**3. Training:** With the continued use of masks and table spacing, we are planning on holding QRU training on August 17th. This training will include state required optional module refreshers. EMS connect topic for August is respiratory emergencies.

# **BUSINESS**

**A. ESFD Auxiliary Report: Cada**

* + 1. Auxiliary has $14,318.43 total with $440 in donations.
    2. Jo Moncrief has mentioned adding the apparel to the September Monthly Flyer to get more interest in apparel purchases.
    3. Carlene Cada stating that the Auxiliary is hoping to have meeting in October and invite new Chief.

**B. 2019 Financial Audit Update – Currie**

1. Chief Currie commented that as we went through the Audit, it seems very thorough. We got a strong audit and we have confirmed that our processes in place and working well.

**C. Swearing in of Fire Chief:** Commissioner Fricke sworn in Fire Chief Jerry Lynn and pinned him.

**D. ACTION ITEM: Benefits Approval:**

Chief Currie spoke briefly about IIIA Insurance and requested approval on the insurance packet for the new Fire Chief for one employee and spouse for medical benefits. Commissioner Nelson moved to approve IIIA Health Insurance plan for our new Fire Chief Jerry Lynn. Commissioner Ador seconded the motion, which carried by unanimous vote.

**E. ACTION ITEM: Signature Approval for Fee Schedule for Service Fees**: Chief Currie explained the purpose of the Fee Schedule which were established to charge for services that are outside of the district or are for services provided for non-members. Commissioner Ador moved to approve fee schedule for services. Commissioner Nelson seconded the motion, which carried by unanimous vote.

**IV. UPCOMING WORK AND CONSIDERATIONS**

1. Next ESFD Commissioner Meeting Date (September 8, 2020)
2. **CORRESPONDENCE & ANNOUNCEMENTS**

**A**. Commissioner Fricke stated that we wish Dan a happy and fulfilling second retirement and we welcome Chief Lynn as our new Chief. Captain Twillmann said some kind words as well.

# **VI. PUBLIC COMMENT: None.**

# VII. ACTION ITEM: CLOSE MEETING Commissioner Ador moved to close the Open Meeting. Commissioner Nelson seconded, which carried by unanimous vote.

# Commissioner Fricke closed the meeting at 1111 hours.