



**EAST PRIEST LAKE FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
June 16, 2022 at 6:30 P.M.
48 E Trout Lane, Coolin ID 83821
In Person or Join Meeting by Zoom**

Meeting Minutes

Welcome - (Commissioner Clevenger) The meeting was called to order by Clevenger at 6:30 P.M. with Commissioners: Tom Clevenger, Ann McKinstry, Jennifer Seaman, Chief Tom Renzi, Assistant Chief Dave Tewel and Secretary Jaime Yob.

Declaration of Quorum - (Commissioner Clevenger) quorum present.

ACTION ITEMS

Approval of April 9, 2022 Meeting Minutes - (Commissioner Clevenger) All minutes reviewed by Commissioners. Clevenger made a motion to approve the minutes. Ann seconded. All in favor, motion approved.

Submit recommended bid (order) for QRV (Chief Renzi) Renzi reviewed status of the 4 bids. Only 2 were received back. Dave and the Chief reviewed both bids on what the district wants for specs and what each bid has to offer. Both of them recommend going with General Fire. They had good savings. Commissioner Clevenger reviewed all the paperwork and he is in favor of the recommendation to go with General Fire and its within the budget. Clevenger made a motion to go with Chief and Assistant Chief's recommendation for a QRV. Seaman seconded. All in favor. Motion approved. Chief will contact General Fire and notify them of the commissioners' decision.

REPORTS

Financial Report - (Secretary) Prior to the meeting all commissioners, chief and assistant chief were provided April & May Balance sheet and Profit & Loss Detail. Secretary gave a financial report for April & May.

Personnel Proposal - (Commissioner Clevenger) Clevenger is working on the district policy. Prior to the meeting he handed out a rough draft of a proposed personnel policy for a district Chief and Assistant Chief. He is looking for input or corrections if any are needed. All the commissioners were ok with the rough draft presented.

Policy Document Update Discussed under Personnel Proposal

Fire Chief's Report - (Chief Renzi) The district has 126 hours of training for the year. Besides training with Coolin Cav-Bay Fire Department this summer, Chief would like to start training volunteers on driving Engine 2631. There are volunteers that have expressed interest in being trained on Engine 2631. First he will get Lt Andrew and Assistant Chief Tewel trained and then they can help with training volunteers. Two water lines is in the process of being repaired.

Tewel entered the meeting around 6:47 P.M.

Brief review of where he is at in narrowing down an apparatus. All the used good apparatuses that he has found have sold fast. There is one that might be available, he will forward all the commissioners more information. Brief recap of where he is in his boat research. Still waiting for bid specs for the boat he is working on. Brief recap of new 11 radios received from a grant. Not going to put a radio in Engine 2631 at this time due to possible theft. 5 of the radios are ready to be picked up. Chief is working on getting the remainder ready. There is a mobile and base station but we are going to wait to install both. Both will have labor in the future for installation. Reviewed station email address and when to use it.

WORKSHOP/DISCUSSION for future agenda items

Storage of Quick Response Vehicle

- A. Options for Summer Storage & B. Options for Winter Storage** The district doesn't want to prepay for storage for a boat or a QRV not purchased yet. Search is going to be put on hold until the district knows a boat or QRV need to be stored.

Fire Boat Research Chief discussed the status during his Chief's Report. No one else had anything new to report.

Website Status

- A. Agenda & Minutes Update (Secretary)** Secretary is working on adding all prior meeting minutes to the district website.
- B. Donation Button (Commissioner McKinstry)** McKinstry gave a brief status about the donation button getting added to the district website. STCU is in the process of building the button to be added and it should be up and running in the next couple of weeks. McKinstry will be taking a short STCU training class about the button and Secretary will also take the training.

NEW BUSINESS

2023 Budget Proposal Review Last years budget was forwarded to Commissioners, Chief & Assistant Chief prior to the meeting for review. Not much has changed from the prior budget to the new one. Chief, Jenny & Ann will work on the budget and Ann will draft up a 2023 budget proposal. Secretary will send them all the preliminary property values. Final property values come at the end of July.

Station Location Search Assistant Chief gave a brief review of the May meeting with Idaho Parks & Rec. The meeting was pleasant but not productive. There is a list of reasons why their land will not work for the district. Architect Denny Christenson said we need at least 1.5 acres, the district is looking for almost 2 acres. With IDL and Idaho Parks & Rec there has to be a land swap and the district does not have any land to swap. Discussed some other possible land purchase options. The district will consider leasing or purchasing land. They prefer to purchase. The search continues.

Kudos/Comments/Concerns Chief Robinson from North of the Narrows attended the meeting and asked if the district has ever entertained combining all the east side of the lake fire departments into one. In the past EPLFD has discussed combing all the departments on the east side like the west side has done and is open to discussing in the future if there is interest. EPLFD is working on becoming part of the Bonner County Mutual Aid Agreement.

Executive Session 74-206(1)(a) Personnel Commissioner Clevenger made a motion to go into executive session under 74-206(1)(a) for personnel and to further discuss the district policy. Seamon seconded. Clevenger voted yes, Seamon voted yes, McKinstry voted yes. Chief Robinson left the room. The Commissioners went into executive session at 7:35 P.M. They all came out of executive session at 7:40 P.M.

Kudos/Comments/Concerns The station was messaged to send out an invite to the 2022 Priest A Palooza EPLFD Fundraiser to all the EPLFD customers. Clevenger would like a short newsletter to go out with the invite introducing the district website, donation button & Commissioner meeting minutes. Ann will work with secretary on a short newsletter that can be sent out once the donation button is working. Secretary was approached by the new Coolin Winterfest group about EPLFD being involved in the upcoming winter events that will be happening around the lake. Secretary will forward the commissioners more information to review to see if EPLFD would like to have an event during Winterfest 2022.

Adjourn Clevenger made a motion to end the meeting at 7:47 P.M. Seaman seconded. All in favor. Meeting ended.

Next Regular Meeting August 18, 2022 6:30 P.M. at 48 East Lake Trout Lane, Coolin, ID 83821

Budget Hearing August 18, 2022 6:30 P.M. at 48 East Lake Trout Lane, Coolin, ID 83821

Come to our convenient and Covid Safe- Fire Training in Coolin 1st Saturdays 9am and 3rd Wednesdays 6pm!

Contact Chief Tom Renzi at (509) 638-9388 for more info!