



**EAST PRIEST LAKE FIRE PROTECTION DISTRICT  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING  
February 15, 2024 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 Commissioner Clevenger at 6:36 P.M. Commissioners: Tom Clevenger, Ann McKinstry (Zoom), Jennifer Seaman, Chief Tom Renzi, Assistant Chief Dave Tewel (Zoom) and Secretary Jaime Yob, Guests –Daniewicz (Zoom)

**Declaration of Quorum - (Commissioner Clevenger)** quorum present.

**ACTION ITEM**

**Approval of December 21, 2023 Meeting Minutes - (Commissioner Clevenger)** Minutes reviewed by Commissioners. Motion by Commissioner Seaman: move to approve minutes as presented. Seconded by Commissioner McKinstry. Minutes approved.

**REPORTS**

**Financial Report ACTION ITEM - (Secretary)** Prior to the meeting all Commissioners, Chief and Assistant Chief were provided with Dec & Jan Balance Sheet, Check Registers, Profit & Loss Detail and Jan STCU & ICCU Statements. Secretary gave a financial report for Dec & Jan to include total assets, income received and bills. All questions answered. Chief went over a couple upcoming expenses. Motion by Commissioner McKinstry: move to approve statements, bills and reports as presented for Dec 2023 & Jan 2024. Commissioner Seaman seconded. Financial report approved.

**Fire Chief's Report - (Chief Renzi)**

**ATTACK 26:** Airbag recently recalled, parts pending. All volunteers but two are trained on A26. District is ready to put A26 into service. Dispatch is working on adding district into the system and should take around 8 days. Active911 installed and on all volunteers' phones.

**MUTUAL AID:** Auto Aide Agreement with North of the Narrows (NNFD) forwarded to commissioners for review. NNFD Chief will present same to their commissioners. Further discussion in the future.

**TRAINING:** This year ahead of prior year totals at 84 hours of training this year, 12 classes.

**MISC:** Rooster updated and sent to everyone.

**BOAT DOCK:** Discussed how the boat can be a portable hydrant. Previously talked about putting together a letter to send out to everyone with a dock asking about a dock rebuilt to house EPLFD boat. Chief & Assistant Chief will put together a letter to review at next meeting. Briefly discussed idea of an ice-free dock and a boat lift.

**OLD BUSINESS**

**Fire Boat Update** Estimated completion date Dec 2025-Feb 2026. Discussed all the boat payments. Chief will get estimated dates and confirm amount due for each. Discussed insurance policy and having the boat at a private dock. District is going to reach out to insurance representative with a list of questions about the district storing the boat at a private dock.

**Land Update** Assistant Chief Tewel gave an update. PPOA lease committee is working on a draft for a potential land lease. Sewer sent a letter that the space is not needed and open for a potential fire station and gave a green light to craft an agreement. Commissioner McKinstry will reach out to PPOA to discuss further. Chief has been in contact with IDL manager Dan Brown about lot 330 and having the price reduced. The state originally priced it high because it can potentially have a camper on it year-round but they don't know that PPOA wouldn't allow a camper for an extended period of time per the PPOA Conveyance.

**Bonner County Road and Bridge Signage ACTION ITEM** Commissioner McKinstry has been in contact with Bonner County regarding follow-up questions. Bonner County would like entering & exiting signs at both ends and will come out and assist with location if help is needed. It is ok to put 2 signs on one post. Everyone is ok with moving forward with having 4 signs and 2 posts put up in the spring.

**ISO Rating** Commissioner McKinstry has been in contact with Verisk and they will put on a zoom training for the district. The training can be open to public or private and can be however detailed the district wants. Discussed having the training at Indian Creek and inviting everyone and having zoom as an option. McKinstry will find out dates that will work for Verisk and look into setting something up for Spring time.

**Newsletter** Commissioners & staff were all emailed the Newsletter Chief Renzi and Kristi Renzi put together and updates made. Final was emailed to everyone and has been reviewed and approved. Secretary will email the Newsletter to the district and post it on the website.

**NEW BUSINESS**

**CD Renewal ACTION ITEM** Reviewed Certificate of Deposit Maturity for 2/18/24 and current CD rates being offered. Went over current assets, upcoming expected big expenses along with interest the district made last year. Commissioner recommends renewing the current CD at 4.9% for \$259,537 and getting another CD. Motion by Commissioner Clevenger: move to roll existing CD over to a new CD at 4.9% for 6 months and also open up a new CD for \$200,000 at 4.9% for 6 months. Seconded by Commissioner Seaman. Motion approved. Commissioner Clevenger will handle.

**Web Updates** Newsletter will be added to the website along with responses the district had in 2023 and new photos of the Attack 26.

**Kudos/Comments/Concerns** NNFD had Ice Rescue training and Commissioner Clevenger attended along with 11 other students.

**Executive Session 74-206 (1) (b)- Annual Employee Evaluations *ACTION ITEM*** Motion by Commissioner Clevenger: move to go into Executive Session 74-206 (1) (b) to discuss Annual Employee Evaluations. Commissioner Seaman seconded. Commissioner Seaman voted Yes, Commissioner McKinstry voted Yes, Commissioner Clevenger voted Yes. Motion approved. All three Commissioners along with the Secretary, Chief & Assistant Chief went into executive session at 7:38 P.M. Everyone else left the meeting. Everyone came out of executive session at 8:05 P.M.

Nothing further was discussed.

**Adjourn** Commissioner Clevenger ended the meeting at 8:05 P.M.

**Next Regular Meeting **April 18, 2024 6:30 P.M.** at 48 East Lake Trout Lane, Coolin, ID 83821**

**Come to our convenient Fire Training in Coolin 1<sup>st</sup> Saturdays 9 A.M. and 3<sup>rd</sup> Wednesdays 6 P.M.  
Contact Chief Tom Renzi at (509) 638-9388 for more info!**