



**EAST PRIEST LAKE FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
February 20, 2025 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 6:30 P.M. Commissioner Tom Clevenger (zoom), Commissioner Ann McKinstry (phone), Commissioner Keith Hanson, Chief Tom Renzi, Secretary Jaime Yob, and Guests – EPLFD Firefighter Jim Westburg, Dick Rucker (zoom), Tory Danowitz (phone).

Declaration of Quorum - (Commissioner Clevenger) quorum present

ACTION ITEM

Approval of December 19, 2024 Meeting Minutes - (Commissioner Clevenger) Minutes reviewed by Commissioners. Motion by Commissioner McKinstry: move to approve minutes for December 19, 2024 meeting. Seconded by Commissioner Hanson. Minutes approved.

REPORTS

Financial Report ACTION ITEM - (Secretary Yob) Before the meeting all Commissioners, Chief and Assistant Chief were provided with a to-date Balance Sheet, Check Registers, Dec & Jan STCU & ICCU Statements. Secretary gave a financial report for Dec & Jan to include total assets, income received and bills paid. All questions answered. STCU account & Commissioner Seamon credit card closed. Discussed asset total in accounts and NCUA \$250K insured limits. Motion by Commissioner Hanson: move to approve statements, bills and reports as presented for Dec & Jan 2025. Commissioner McKinstry seconded. Financial report approved.

CD Renewal ACTION ITEM Discussed both CDs maturity date of 2.20.25 and future expected expenses. Interest rate has lowered to 4.3% for a 6 month CD renewal. Decision made to have CD with higher balance renew and other CD will not be renewed so it can be used for upcoming expenses.

Fire Chief's Report - (Chief Renzi)

TRAINING: Totals for 2024- 332 hours. (corrected after meeting to 386)

MISC: This time of year a majority of volunteers are away for the winter, so limited volunteers during the winter months.

2024: Total of 11 calls including MVAs, down powerlines and a wildfire assist with NNFD.

ENGINE RESEARCH: Handed out and discussed a summary of possible engines. There is a 2010 KME Pumper located in Georgia that is of interest. \$10K deposit to hold. All commissioners agreed to have Chief pay the deposit and fly to inspect the engine and ok to purchase if it is a good fit for what the district is seeking.

OLD BUSINESS

Fire Boat Update Chief needs to get more details on Munson training once the fire boat is delivered and find out if the trainer will need to stay the night. Chief knows someone that is familiar with the duel engines the fire boat will have. He has offered to attend the boat training that way if the district needs additional training after he can help out.

Land Update ACTION ITEM Proposed PPOA lease received and has been forwarded to everyone, including district attorney, for review and comments. District attorney has not yet responded.

NEW BUSINESS

Audit ACTION ITEM Handed out and reviewed auditor letter of engagement to start next audit along with his fee schedule. Expenses for FY 2024 will not go over audit threshold. Discussed state audit thresholds. Commissioners made a decision to not proceed with an audit for FY 2024.

Executive Session 74-206 (1) (c) – To acquire an interest in real property ACTION ITEM Motion by Commissioner Clevenger: move to go into Executive Session 74-206 (1)(c) to discuss an interest in the proposed PPOA land lease. Commissioner Hanson seconded. Roll call Vote: Commissioner McKinstry voted Yes, Commissioner Hanson voted Yes, Commissioner Clevenger voted Yes. Guests Dick Rucker and Tory Danowitz left the zoom meeting. All Commissioners, Secretary, Chief and EPLFD Firefighter Westburg went into Executive Session at 7:14 P.M. Everyone came out of Executive Session at 7:32 P.M. No further discussion.

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 evaluation. Commissioner Hanson seconded. Roll call Vote: Commissioner McKinstry voted Yes, Commissioner Hanson voted Yes, Commissioner Clevenger voted Yes. All Commissioners, Secretary, Chief and EPLFD Firefighter Westburg went into Executive Session at 7:33 P.M. Everyone came out of Executive Session at 7:38 P.M. Motion by Commissioner Hanson: move to approve a \$100 raise to secretary's monthly salary. Seconded by Commissioner Clevenger.

Kudos/Comments/Concerns Chamber article due next week for 2025 summer Priest Lake magazine. Secretary will find out if the district will have the same page as the prior year.

Adjourn Motion by Commissioner McKinstry: move made to end the meeting at 7:47 P.M. Commissioner Hanson seconded and the meeting was ended.

Next Regular Meeting April 17, 2025 6:30 P.M. at 48 East Lake Trout Lane, Coolin, ID 83821

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