

PARADISE VALLEY FIRE DISTRICT BOARD MEETING MINUTES

Tuesday, June 11th, 2019
6:00 PM

The meeting was called to order at 6:00 p.m.

Roll call was taken. Present were Commissioner Myers, Commissioner Everhart, Commissioner Irons, Interim Chief Glazier, and Marlaina Davy substituting for Secretary, Deborah Youngwirth.

Visitors:

Mike Elam

Andrew O'Neel

Earl Matthews

OLD BUSINESS

Approval of the May 14th, 2019 Meeting Minutes – Meeting Minute Approved as presented with the addition of the class name (Critical Thinking for Incident Command) being added to the training report.

1. Full Time Fire Chief Recruitment and Job Description (Action Item) – Commissioner Myers presented a job description for the Board to review.
2. Heating System at Main Station Repair & Upgrade (Action Item) – Chief Glazier has called two outfits and he has not been able to get a call back. Commissioner Myers stated we need to get this taken care of soon.
3. District Website and Facebook Upgrade (Action Item) – Mike Elam of Selkirk Mountain Technologies was in attendance to give an update on the website. Currently we have a web page that is currently under construction. That way when people look at the page they know we are working on it. Mike Elam has been in contact with Google to try to get the past employees negative reviews removed. The website name is ParadiseValleyFire.com.
4. Panel Upgrade At Main Station – Electrical Estimate (Action Item) – A quote was presented from Boundary Electric in the amount of \$1,241.20 for the addition of circuits at the main station. Commissioner Everhart moved to accept the quote from Boundary Electric in the amount of \$1,241.20 to install the electrical panel upgrades. Commissioner Irons seconded. Commissioner Myers yes, Commissioner Everhart yes, Commissioner Irons yes. Commissioner Irons asked Chief Glazier if we needed a backup generator as he knows someone who may donate one to the District if we could use it. Andrew O'Neel looked into a grant for a backup generator and he stated that FEMA has specific requirements if the facility will be used as an emergency headquarters as PVFD is a public entity. Chief Glazier will talk with Tony at South Boundary to see what he has for a backup generator. Backup generator will be added to next month's meeting agenda.

PARADISE VALLEY FIRE DISTRICT BOARD MEETING MINUTES

5. District Goals for 2019 set by the Firefighters (Action Item) – The 1st quarter goals have been completed except for a couple of items. Chief Glazier will give the board an update on this for next month's meeting.
6. Background Check on Volunteers (Action Item) - Andrew O'Neel stated that he setup an account with a background check agency. That way when we have a new volunteer we can give them our agency ID and they can complete the application by entering their personal information and answer questions on the website. We will then get a report that says if they are accepted or denied. At that point the District can decide if the volunteer is eligible to be a volunteer for the District. Andrew O'Neel stated that we will need to review the SOP manual to give a guideline on how and when the volunteer will undergo the background check. Up until the background check has been performed and the volunteer has been approved by the district the volunteer will not be allowed to do anything for the District unsupervised. Andrew O'Neel will continue to work on this – tabled to next month's meeting.

NEW BUSINESS

1. Concrete Quote For The Slab At The Main Station (Action Item) A quote was received to install a concrete slab in the back of the main station. The quote was in the amount of \$10,860.00 from Tim Petefish & Sons Construction. Chief Glazier will have Tim Petefish & Sons Construction review the quote and make sure that 24 inches deep is far enough in the ground to not have frost heaves, as the board was not comfortable with the suggested 24 inches. A new quote will be presented at next month's meeting.
2. Surplus Property (Action Item) – Both of these items have not been used in a while.
 - a. Water Tender 372
 - b. Ambulance At the Cow Creek Station

Commissioner Everhart moved to make Water Tender 372 and the Ambulance at Cow Creek Station surplus property. Commissioner Irons seconded. Commissioner Myers yes, Commissioner Irons yes, Commissioner Everhart yes.

We have a couple of pumps that we have not used. We don't know if the pumps run. Chief Glazier will look into if the pumps are owned by the District or another agency.

This will be put out as a best offer with no minimum.

3. Idaho Community Foundation Grant Award (Action Item) – We received a grant in the amount of \$4,985.00 to purchase and distribute smoke alarms to residents in our district. These are ten year disposable smoke detectors that have no maintenance for their lifetime. South Boundary Fire Protection District had been awarded this grant and said it was very labor intensive to install the smoke detectors. Commissioner Everhart suggested having the recipient of the smoke alarms fill out a short questionnaire with an address and check off why they are eligible for the smoke detector. An informational packet will also be given out with the smoke detectors.

PARADISE VALLEY FIRE DISTRICT BOARD MEETING MINUTES

4. PERSI Rate Increase as of July 1st, 2019 – This change will affect the commissioner and Chief Glazier.

PAYMENT OF BILLS

1. Commissioner Irons motioned to pay the bills for a total of \$6,736.56 Commissioner Everhart seconded. Commissioner Myers yes, Commissioner Everhart yes, Commissioner Irons yes.

COMMISSIONERS' REPORT

1. Commissioner Irons will try to get the grass mowed at the Cow Creek Station. Commissioner Irons asked if we should spray the grass and weeds? Chief Glazier stated that we could spray as we have some noxious weeds at both stations.

TRAINING REPORT

1. Chief Glazier stated that they had four trainings last month. The firefighters have been training with EMS as that is the majority of our calls.
2. This week the firefighters are going to train on pumping and drafting both of the brush trucks, so everyone is comfortable using the vehicles.

CHIEF'S REPORT/ MAINTENANCE REPORT

1. Update On Main Station Addition – Chief Glazier is still working on the maintenance room and getting it cleaned up. The brush trucks are a priority right now as we are in/ heading into fire season.
2. Tatra Brush Truck Update – The tires are now inflated and staying inflated so it is ready to be in service. We are now able to draft off and pump off the truck. The only thing that we need to purchase are two strainers but other than that the engines are up and running.
3. 1997 GMC 3500 Brush Truck Update – The brush truck has been purchased, the title has been changed into our name, and the vehicle has been added to our insurance. Chief Glazier stated that the decals will be in tomorrow, and they will be installed right away.

VISITORS' COMMENTS ON NON-AGENDA ITEMS

1. None

EXECUTIVE SESSION per Idaho Code 74-206 (a) –

1. To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular

PARADISE VALLEY FIRE DISTRICT BOARD MEETING MINUTES

vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general;

Commissioner Myers motioned to enter into executive session at 7:51 p.m. per Idaho Code 74-206 (a). Commissioner Everhart seconded. Commissioner Myers yes, Commissioner Everhart yes, Commissioner Irons yes.

Commissioner Irons motioned to exit executive session at 9:00 p.m. Commissioner Everhart seconded. Commissioner Myers yes, Commissioner Everhart yes, Commissioner Irons yes.

ADJOURNMENT

The meeting was adjourned at 9:01 p.m.