

# PARADISE VALLEY FIRE DISTRICT BOARD MEETING MINUTES

Tuesday, May 14<sup>th</sup>, 2019

6:00 PM

The meeting was called to order at 6:00 p.m. by the acting chair Orrin Everhart.

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

Visitors: Gary Leonard Mike Elam Andrew O'Neel  
Doug Ladely

## OLD BUSINESS

Approval of the April 9<sup>th</sup>, 2019 meeting minutes. Two small typos were to be fixed on page two and page four. Commissioner Irons motioned to approve the meeting minutes with the changes. Commissioner Everhart seconded. Commissioner Everhart yes, Commissioner Irons yes..

1. Update on Main Station Addition – Chief Glazier stated that he will be installing the transition strip next week.
2. Tatra Brush Truck Update – The truck is at LesSchwab right now getting the valve stems fixed.
3. Full Time Fire Chief Recruitment and Job Description (Action Item) – Tabled to next month's meeting. An executive session will be added to next month's meeting.
4. TransCanada Community Grant Update – The check for \$10,00.00 was received. Andrew O'Neel stated that the firefighters are going to apply the grant funds towards the new brush truck that was purchased. Chief Glazier stated that after the brush truck is here at the station, we will have a write up in the Bonners Ferry Herald and the Kootenai Valley Times thanking TransCanada for the grant money, and letting the community know about the new truck that the District purchased.

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5. Heating System at Main Station Repair and Upgrade – Chief Glazier is going to check into this for next month’s meeting.
6. District Website and Facebook Update (Action Item) – Mike Elam of Selkirk Mountain Technologies gave a list of possible domain names. Mike Elam suggested the top domain name “ParadiseValleyFire.com” he also suggested purchasing the .net and .org. Commissioner Everhart motioned to authorized Mike Elam of Selkirk Mountain Technologies to setup up the website and purchase ParadiseValleyFire.com, ParadiseValleyFire.net, and ParadiseValleyFire.org domain names with ParadiseValleyFire.com as the main domain name. Commissioner Irons seconded. Commissioner Everhart yes, Commissioner Irons yes.

Mike Elam stated that we had a bit of a hiccup on the Google account, as Google sent the mail to the main station instead of the P.O. Box. Mike Elam is going to use a different route to remove the reviews left by past employees.

Mike Elam suggested disabling the “reviews” section entirely from the Facebook page. By disabling the reviews, the negative reviews from past employees would no longer be visible. Mike Elam encouraged the Board to have one (1) administrator for Facebook and all other users’ setup as content creators. Mike Elam suggested that the Commissioner should be the administrator, that way they are in complete control of what is posted on the Facebook site and they would have the ability to add and delete content creators. The content creators can still add content and posts, but it limits other actions that they can complete. Discussion surrounded who should be the administrator of the Facebook and Website. Marlaina Davy suggested that the District’s Secretary/ Treasurer Deborah Youngwirth should be the administrator as she is a constant for the District as the employees and board members can change. Commissioner Irons motioned to make Deborah Youngwirth the only Administrator for the Facebook and Website. Commissioner Everhart seconded. Commissioner Irons yes, and Commissioner Everhart yes.

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7. Panel Upgrade At Main Station (Action Item) – Chief Glazier will be meeting with Boundary Electric tomorrow, to see about changes to the stations electrical. Chief Glazier will present the quote at next month’s meeting.
8. District Goals for 2019 set by the Firefighters (Action Item) – Tabled to next month’s meeting.
9. Background Check on Volunteers (Action Item) – Andrew O’Neel got the website from Chief Tony Rohrwasser of South Boundary Fire. Andrew reported that once a new member joins the department he or she will go to the website. Once they setup a login they will add our code, so the background check can be prepared and PVFD will be billed for the background check. Andrew O’Neel will do a little more research to see what background check is required by the state and setup the PVFD account accordingly. It has not been decided when the background check will be completed. Chief Glazier and the firefighters will discuss this further and come up with a recommendation on when the background check should be completed for new volunteers. Tabled to next month’s meeting.
10. 1997 GMC 3500 Brush Truck Shipping Fees (Action Item) – Chief Glazier has been trying for two weeks to get a carrier to get the vehicle shipped to our area. Chief Glazier stated that it is an odd route from Virginia to our location and surrounding areas. Chief Glazier stated that he feels the most economical and quickest way to get the truck to Bonners Ferry is to fly to Virginia and drive it home. Approximate costs to bring the truck home are airfare \$400.00, hotel rooms around \$70.00 per night, a cab rental from the airport to New Market \$300.00. We will also have the fuel costs to drive the truck home, and the per diem reimbursement. The board had already authorized expenses up to \$4,000.00 to bring the vehicle home during last month’s meeting. Commissioner Irons motioned to approve Chief Glazier to drive the truck home if that is the best course of action for the district, over having it shipped here. Commissioner Everhart seconded. Commissioner Everhart yes, Commissioner Irons yes.

### **NEW BUSINESS**

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1. Possible Recruiting Options – Chief Glazier and Andrew O’Neel are going to start knocking on doors looking for volunteers. The firefighters also plan to mail out flyers to try and recruit volunteers along with adding something in the Bonners Ferry Herald and Kootenai Valley Times.

### **PAYMENT OF BILLS**

1. Commissioner Irons motioned to pay the bills in the amount of \$7,193.27. Commissioner Everhart seconded. Commissioner Everhart yes, Commissioner Irons yes.
2. Selkirk Mountain Technologies submitted a bill in the amount of \$1,975.00 for the work that has been completed on the Website, Google listing, and Facebook page. The bill also includes prepayment of \$675.00 for the annual service fee. Commissioner Everhart motioned to pay the invoice in the amount of \$1,975.00 as it was received tonight when Mike Elam gave his presentation. Commissioner Irons seconded. Commissioner Everhart yes, Commissioner Irons yes.

### **COMMISSIONERS’ REPORT**

1. None

### **TRAINING REPORT**

1. Chief Glazier and Andrew O’Neel attended a Critical Thinking for Incident Command training last month and they both felt it was a good class.

### **CHIEF’S REPORT / MAINTENANCE REPORT**

1. Chief Glazier stated that we had 6 medical calls and 6 fire calls last month

### **VISITORS’ COMMENTS ON NON-AGENDA ITEMS**

1. Gary Leonard read his letter to the editor out loud. The following is a list of his questions that were discussed.

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- a. Why don't we have a fire chief and when can we expect one? – Commissioner Everhart stated that in the past he felt the Commissioners were in too much of a hurry to find a chief. The board members decided that they did not want to move too quickly, this time and they want to get the right chief. Gary Leonard stated that he feels Mike Glazier will make a great chief, but he is not a full time chief and has been labeled an "Interim Chief". Gary Leonard feels that the department is falling apart by not having a Chief / leader. Again, Gary reiterated that Mike Glazier will make a great chief. Gary Leonard also feels that the District does not have a need for a full time chief, but a part time chief. Gary Leonard is very disappointed that the District does not have a Chief, and he feels that he cannot volunteer on the department without a fire Chief. Gary would like the Commissioners to move forward in pursuing a Chief and he suggested hiring Mike Glazier as the fire chief. Commissioner Everhart stated that the commissioners plan to appoint a fire chief in the near future.
- b. What is the average district working fire call count per year and what is the cost per call? This subject was not touched upon.
- c. Why have taxes been assessed for nearly 25% more than actual expenses year after year? Commissioner Everhart stated that if you don't set aside funds for capital improvements each year you will have to go to the voters to ask for additional funds. With that in mind the Commissioners have set aside some of the funds each year for the capital improvements. The Commissioners have been very diligent in keeping the property tax assessment the same year after year.
- d. Why has the property that was donated in 2011 for an additional station not been developed or just returned to the owner? Andrew O'Neel stated that this has been taken care of. Mr. Atkins has been in attendance at many meetings and the Commissioners made a subsequent agreement with Mr. Atkins that allows him to use the property until the District is ready to build the station.

Gary Leonard stated he is very passionate about the district in which he lives and that is why he is addressing the board with his concerns.

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Doug Ladely was in attendance to discuss the insurance rating and the requirements to have a good rating. Discussion surrounded the current rating, when that rating was assigned and when the rating will be reviewed.

Andrew O'Neel thanked Gary Leonard and Doug Ladely for attending the meeting. Andrew stated that he is in 100% agreement with Gary Leonard in the need for a Chief and volunteers. Andrew stated that what Gary has done is put it out to the public that PVFD is not doing a good job. Andrew recommended that we put a response to Gary's letter in the paper, as he feels that some of the items are incorrect and need to be addressed. Andrew stated that he thought Gary should have come to a meeting and addressed his concerns / issues with the district instead of going straight to the paper. Andrew sees the letter as another problem as it makes people see the District in a negative way. Gary Leonard said no, the letter will bring awareness to the need for volunteers within the District and will bring about change, possibly a new Chief and volunteers.

Chief Glazier stated that please don't come and bitch at a meeting when you are not willing to be a volunteer. Chief Glazier stated that people sometime complain but they do not want to help the district. Chief Glazier stated that if we have a fire it has to be put out and that we have automatic aid setup right now to ensure that the PVFD district is covered. The difference between automatic aid and mutual aid was discussed. A few situations were brought up and discussed in regard to the automatic aid and mutual aid working well for all of the departments / districts involved. Chief Glazier stated that we need people to volunteer and there are lots of ways to volunteer.

Gary stated that we need to reach out and say we need help, and that we had personnel problems in the past, but we are past that.

### **EXECUTIVE SESSION –**

1. None

The meeting was adjourned at 8:09 p.m.