

# PARADISE VALLEY FIRE DISTRICT BOARD MEETING MINUTES

Tuesday, November 12<sup>th</sup>, 2019  
6:00 PM

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

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

Visitors:

Andrew O'Neel  
Mike Elam

Tony Rohrwasser

Approval of the October 8<sup>th</sup>, 2019 Meeting Minutes - The meeting minutes are approved as presented.

## OLD BUSINESS

1. District Website and Facebook Upgrade (Action Item) – Mike Elam stated that he was able to get everyone together and took some pictures of the firefighters. He created some posters that he suggested putting around the community that have photographs of the District's firefighters on them. The posters were presented for the board to review the photographs and the wording. Mike Elam thought the posters would be another great way to get the word out that we are looking for volunteers. The posters could be out in the community within a week and they would be inexpensive advertising. We have a few photos but not a lot at this time, but we can always add to the photos as we go along. The posters cost around \$12.00 to \$15.00 each for the printing. Mike Elam and Chief Glazier will go over the posters and then have some printed, to get them out in the community as soon as possible. Commissioner Bryan motioned to move forward with purchasing the flyers at a cost not to exceed \$250.00 after permission is granted by the firefighters and that some editing to the wording is completed. Commissioner Irons seconded. Commissioner Myers yes, Commissioner Bryan yes, Commissioner Irons yes.
2. Background Check on Volunteers (Action Item) – Andrew O'Neel stated that he spoke with the Sheriff's office about setting up an account, so that we could be billed for the finger printing. The volunteer would go online and submit the application, print the application and take it to the sheriff's office along with a letter from the Chief asking the sheriff's office to bill PVFD for the two sets of fingerprints. Then all the documentation would be mailed in.
3. Surplus Property (Action Item) –
  - a. Water Tender 372 – This is ready to be advertised as surplus property.

The office will look into calling the state to find out if we can get a duplicate title. Tabled to next month's meeting.

- b. Ambulance At the Cow Creek Station – This is ready to be advertised as surplus property.

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Commissioner Myers made a motion to create resolution 2019-03 to surplus the 1989 Ambulance to the person that gives Chief Glazier the highest offer. The board anticipates that the offers should be between \$1,000.00 and \$3,000.00, which is well below the \$10,000.00 that requires a surplus auction. Commissioner Irons seconded. Commissioner Myers yes, Commissioner Bryan yes, Commissioner Irons yes.

4. Chief Cell Phone Upgrade (Action Item) – Mike Glazier stated that he is having some issues getting Gary Leonard off of the district’s account so that changes can be made. Chief Glazier stated that his phone is not working properly so this needs to be addressed as soon as possible. Commissioner Myers stated that if we are not able to get a response in a reasonable amount of time that Chief Glazier and Deborah Youngwirth can cancel the account and start a new account. Commissioner Irons seconded. Commissioner Myers yes, Commissioner Irons yes, Commissioner Bryan yes. Chief Glazier and Marlaina Davy will work on this late this week or next week.
5. Letter to Residents Introducing New Fire Chief (Action Item) – Andrew O’Neel presented a tri fold flyer for review and anticipates sending out around 650 of them along with the Chief’s letter. We would be sending out around 650 letters. Andrew will have the flyers printed along with the Smoke Alarm notice. The office of Youngwirth, Davis and Associates will create the mail merge letter and print it at the office, along with stuffing the Chief’s letter.
6. On Demand Water Heater Quote (Action Item) Chief Glazier stated that he spoke with the person that came in to install the boiler and he suggested that we do not upgrade as the District would not be able to recoup the costs that we spent for the one demand system. This item will be removed from the agenda.

### NEW BUSINESS

1. Christmas Party (Action Item) – Dinner will be at the Chic N Chop on December 6<sup>th</sup> at 5:00 p.m. Chief Glazier thought that about 34 people would be at the party, so it should cost around \$612.00. Commissioner Irons motioned to authorize the annual Christmas Dinner at a cost of around \$650.00. Commissioner Myers seconded. Commissioner Myers yes, Commissioner Bryan yes, Commissioner Irons yes.
2. Porta Tank For Vehicle Number 372 (Action Item) – Chief Glazier looked at water tanks and we are not able to have a frame as there is no place to put the tank. Chief Glazier got a quote from Axmen for the LS-2000 which is a self-supporting 2,000-gallon tank at a price of \$1,445.25 plus shipping. Commissioner Myers made a motion to purchase the portable tank (LS-2000) for engine 372 at a cost not to exceed \$1,700.00. Commissioner Bryan seconded. Commissioner Myers yes, Commissioner Bryan yes, Commissioner Irons yes.

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3. Repair on Vehicle Number 372 (Action Item) – The mechanic has engine 372 on his list of vehicle to work on next. We now have a manual for the engine that should help troubleshooting any problems. We are currently having issues with getting the vehicle into gear, as it says trans system fault. Tabled to next month’s meeting.
4. Gift For Fire Fighter Of The Year (Action Item) – Chief Glazier is looking at spending around \$200.00 for a gift for the firefighter of the year gift. Commissioner Bryan motioned to spend up to \$200.00 for gifts for the firefighter of the year. Commissioner Irons seconded. Commissioner Myers yes, Commissioner Bryan yes, Commissioner Irons yes.

### **PAYMENT OF BILLS**

1. Commissioner Myers motioned to pay the bills for a total of \$7,762.88 Commissioner Bryan seconded. Commissioner Myers yes, Commissioner Bryan yes. Commissioner Irons yes.

### **COMMISSIONERS’ REPORT**

1. None

### **TRAINING REPORT**

1. Chief Glazier reported that the firefighters have been training, but there has not been great attendance. The plan is to continue to train with South Boundary and the City of Bonners Ferry.

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

1. Update On Main Station Addition – Mike Elam has been working on helping get the computers moved over to the office.

Generator Backup Quote – Commissioner Irons approached his neighbor and he was going to give us some information, but it has not been received yet. Tabled to next month’s meeting.

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

1. Tony Rohrwasser stated that South Boundary Fire Protection District and Paradise Valley Fire District trained together last month, and it went great.
2. Assistance to firefighter grant. Andrew O’Neel asked why we did not receive the grant and one of the answers that was provided to him was that we have reserve funds so we were not able to qualify for the grant.

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3. Mike Elam requested that the District reimburse him for the printing costs of the flyers. The commissioners has no issues with reimbursing Mike Elam for the printing costs, and he will include it to the billing for moving the computers to the new office.

### **EXECUTIVE SESSION**

1. None

### **ADJOURNMENT**

The meeting was adjourned at 7:38 p.m.