

PARADISE VALLEY FIRE DISTRICT BOARD MEETING MINUTES

Tuesday, March 10th, 2020
6:00 PM

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

Pledge of Allegiance

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

Visitors:

Mike Elam

Approval of the February 11th, 2020 Meeting Minutes - The meeting minutes are approved as presented.

OLD BUSINESS

1. District website upgrade (Action Item) – Mike Elam reported that the website is up and running and working well. Mike Elam stated that the Chief's Association has a link to our website on it. Discussion surrounded the number of calls and the number of volunteer hours and how they are tracked. It was decided to add the 2019 meeting minutes to the agenda plus the current approved minutes. Mike Elam asked who would review the information before it is added to the website as a double check. Commissioner O'Neel stated that he could review the articles before they are posted to the website.
2. Surplus property (Action Item) – Chief Glazier stated he still has a few things to remove off the vehicles before they are ready to be advertised for sale. Chief Glazier stated that it will be a couple weeks before they have all our equipment and decals removed. Tabled to next month's meeting.
 - a. Water tender 372 – (Action Item) – We have received the title for this vehicle.
 - b. Support 382 (Action Item) –
 - c. Engine 354 (Action Item) -
3. Repair on vehicle number 372 (Action Item) –Chief Glazier needs to drain the water out of the engine, and then the mechanic will be able to look at the engine next week.
4. Update on new grants – Chief Glazier and Commissioner O'Neel have been discussing some smaller grants. They have been discussing some of the items that the District needs and how they can be incorporated into the grants.
5. Purchase of the Smurf engine from South Boundary Fire Protection District (Action Item) –. Chief Glazier stated that we purchased the Smurf Engine for \$15,000.00 from South Boundary Fire. The Smurf now has our decals on the engine, and it is ready to be put into service.

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6. Acceptance of 2017 and 2018 audit (Action Item) – Commissioner O’Neel motioned to accept the 2017 and 2018 audit as written. Commissioner Irons seconded.
Commissioner O’Neel yes, Commissioner Irons yes, Commissioner Bryan yes.

Discussion surrounded the current account balances and the money that we have allocated in the budget. Commissioner O’Neel would like to really think about the budget and the money that we have in the bank. Some new equipment is needed and Commissioner O’Neel feels that we should use some of the money for needed new equipment. Commissioner Bryan stated that it has crossed his mind that we are a small outfit why is South Boundary and PVFD two separate units when everyone works together well? Commissioner O’Neel stated that he would like to discuss the advantages and the disadvantages of combining with another District. Commissioner Irons stated that he felt there would be some issues with how the district land-owners would be taxed and it would take some time to figure out how to make the system work. Commissioner Irons is impressed with how the district is working out and he is not looking to make a change. The thought is for efficiency and a lack of duplication. This was just a discussion and no action was taken.

NEW BUSINESS

1. Annual budget & levy workshop April 29th, 2020 in Coeur d’Alene Idaho (Action Item) – Commissioner O’Neel, Commissioner Bryan, and Chief Glazier would all like to attend the meeting. Marlaina Davy will see if we need to sign up for the training or just show up at the Kootenai County Administrative Building.
2. Purchase of command unit (Action Item) – Chief Glazier presented documentation on a 2009 Chevrolet Suburban 4x4 that is fully equipped with lights and sirens. Commissioner Bryan asked how a rehab vehicle would be used. Chief Glazier gave examples of how the rehab vehicle could be used. Rehab vehicles are used as a support vehicle which can include food, water, and medical supplies and they are generally a spacious vehicle for firefighters to take a break when they are working on a scene that is warm and dry. Commissioner O’Neel feels that the snow plow is not safe to have on the Chiefs vehicle as people do not recognize it as an emergency vehicle, along with the extra wear and tear on the vehicle that is a cause of having a snow plow on the front of the truck. Commissioner O’Neel feels that the Suburban would be a good start to fixing our vehicle needs. Commissioner Bryan motioned that we purchase the 2009 Chevy Suburban from Brindlee Mountain Fire Apparatus for the maximum amount of \$14,500.00 plus shipping costs to not exceed \$2,500. Commissioner O’Neel seconded. Commissioner Bryan yes, Commissioner Irons yes, Commissioner O’Neel yes.
3. Gas hookup for generator (Action Item) - Chief Glazier got a quote of \$1,410.00 from Boundary Electric to install the gas hookup. Chief Glazier stated that Avista will update our gas meter at no costs to the District. Commissioner O’Neel motioned to pay Boundary Electric and additional \$1,410.00 to trench and install the gas hookup. Commissioner Bryan seconded. Commissioner Irons yes, Commissioner Bryan yes, Commissioner O’Neel yes.
4. Background check for four new volunteers (Action Item) Chief Glazier would like to do background checks on Tyler and John. Two of the volunteers had to step down for personal reasons. Commissioner O’Neel will do the administrative prep this time and help to get a template and procedure so that Chief Glazier can complete the paperwork

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when we have additional background checks that need to be completed. Commissioner O'Neel will perform this as a firefighter not as a commissioner. Commissioner O'Neel stated that he feels we should have a two month (60 days) probation period before completing the background checks. Commissioner Irons seconded. Commissioner Bryan yes, Commissioner Irons yes, Commissioner O'Neel yes.

5. Training per diem and hotel for the academy and ICS 400 training (Action Item) Chief Glazier needs to attend the ICS 400 chief which is April 8th and 9th in Haden. This would require Chief Glazier to spend one night at \$98.00 plus per diem of \$50.00 for a total of \$158.00. Commissioner Irons motioned to approve the travel and per diem for Chief Glazier to attend the ICS 400 training in Hayden. Commissioner Bryan seconded. Commissioner Bryan yes, Commissioner Irons yes, Commissioner O'Neel yes. Commissioner Bryan motioned to approve the per diem and travel costs for four people to attend the NIFC academy training in Post Falls at the estimated cost of \$1,600.00 plus mileage reimbursement for anyone taking their own vehicle. Commissioner O'Neel seconded. Commissioner Bryan yes, Commissioner Irons yes, Commissioner O'Neel yes.
6. Apex gym (Action Item) Tabled to next month's meeting.
7. Purchase of tables (Action Item) Chief Glazier stated that we need four additional six foot tables for the station. Commissioner Bryan would prefer to get four good quality tables. Commissioner O'Neel motioned to approve the purchase of four tables for a cost up to \$600.00 for the tables. Commissioner Bryan seconded. Commissioner Bryan yes, Commissioner Irons yes, Commissioner O'Neel yes.
8. SOP / SOG manual (Action Item) – This book is essentially a training manual. It should include the background policy. Commissioner Irons will look through his book to see the policies that are set by the board. Chief Glazier will look through the binder to see what he feels needs updated when it comes to the training. Tabled to next month's meeting.
9. Hookup of fire one in the engine bay and speaker in the Chief's office (Action Item) Mike Elam presented a quote for an audio system which would allow District personnel to be able to listen to radio chatter as they are getting ready to go out on a call. This quote covers the office and a loud speaker for the engine bay which would be heard over a diesel truck running. Commissioner O'Neel explained this would allow the firefighters to hear what is going on over the scanner as the radios lousy signal in the station. Commissioner Bryan motioned to approve the purchase of the audio system in the amount of \$1,266.93 from Selkirk Mountain Technologies. Commissioner Irons seconded. Commissioner Bryan yes, Commissioner Irons yes, Commissioner O'Neel yes.
10. Purchase of medical kits (Action Item) - Commissioner O'Neel stated we have been looking for medical kits as our need to be updated. Chief Glazier feels that we need to have eight of the kits to outfit each of the vehicles. We have trauma kits, but these medical kits would cover smaller wounds. Chief Glazier will bring a catalogue to be reviewed at the training. Commissioner Bryan motioned to purchase nine medical kits for a cost up to \$900.00 for the medical kits. Commissioner Irons seconded. Commissioner Bryan yes, Commissioner Irons yes, Commissioner O'Neel yes.

PAYMENT OF BILLS

1. Commissioner Irons motioned to pay the bills for a total of \$13,746.96 Commissioner Bryan seconded. Commissioner Bryan yes, Commissioner Irons yes, Commissioner O'Neel yes.

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COMMISSIONERS' REPORT

1. Commissioner Bryan request that we add an agenda item to next month's meeting to discuss the payoff of the loan for the Fire Station.

TRAINING REPORT

1. Chief Glazier reported that we had 16 calls in February. We are going to start training on the wildland fires. We also have four new volunteers that have been attending the trainings.
2. Commissioner O'Neel stated that we are going to have a plan ahead of time for what the weekly trainings will be on for the month.

CHIEF'S REPORT/ MAINTENANCE REPORT

1. Engine 372 is going in for service next week.
2. Chief Glazier has been working on getting the surplus property ready to go.
3. There will be some training on the Smurf engine, so that everyone gets familiar with how to operate and drive the engine.
4. Chief Glazier stated that he also has some ideas on additional signage, as we have the Chili feed advertisement up for next month.

VISITORS' COMMENTS ON NON-AGENDA ITEMS

1. None

EXECUTIVE SESSION

1. None

ADJOURNMENT

The meeting was adjourned at 8:20 p.m.