



# Sagle Fire District

1123 Lake Street, Sandpoint, ID 83864-1714 • Phone 208/263-3503 • Fax 208/255-1647 • [www.selkirkfire.com](http://www.selkirkfire.com)

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## REGULAR BOARD OF FIRE COMMISSIONERS MEETING

July 12, 2016

Chairman Fels called the meeting to order at 8:30 a.m.

Present were Commissioners Fels, Charbonneau, Engelhardt, Gilchrist and Linscott. Also present were Chief Stocking and Executive Assistant RuthAnn Zigler.

Chief Stocking asked to amend the agenda and add item k. under New Business – Discussion and approval of Resolution 16-09.

### **CONSENT AGENDA**

Commissioner Charbonneau made a motion to approve the Regular meeting minutes of June 21, 2016 as presented. Commissioner Linscott seconded and the motion carried.

Commissioner Gilchrist made a motion to approve the Special meeting minutes of June 28, 2016 as presented. Commissioner Linscott seconded and the motion carried.

Commissioner Engelhardt made a motion to approve the accounts payables as presented. Commissioner Charbonneau seconded and the motion carried.

### **PUBLIC COMMENT**

Commissioner Fels read four (4) letters into the record from Sagle residents.

Eight (8) Sagle residents were in attendance and spoke in favor of continuing with the JPA between Sagle and Sandpoint, to take the 3%, and continue to engage and educate the residents. Everyone was very encouraging and supportive of Sagle and Sandpoint joining powers.

### **REPORTS**

#### Chief's Monthly Report:

The Chief reported that he was approached by the Bonner County Sheriff's Department to provide Advanced EMT's for their S.W.A.T. team. They would like to utilize the Firefighters/EMT's for their S.W.A.T. team and will provide the training, uniforms, overtime cost, and insurance coverage when wearing the S.W.A.T. team uniform. There will be no impact on the District since they will be using our employees that are off duty. The Sheriff will choose two names from the list the Chief will provide of employees who are interested.

The incident report was distributed for the Board's review. The previous reports that were provided were difficult for the Commissioners to understand, so the report has been simplified and the Chief asked the Board for their direction on what they would like to see in future reports. This report is provided to the Board as an information tool to show the activities that take place in the District.

Career staff is required to put in twenty (20) hours of training; two (2) of those hours must be for EMS training. The volunteers are also held to a twenty (20) hour standard but their hours are sixteen (16) hours of ride-along time and four (4) hours of training per month. These are the minimum standards for all members.

The Chief gave an update to the Board on the history of VEBA which was adopted by the Board in 2008 with Resolution 08-02; The Resolution states that the District will make VEBA payments on an annual basis and does not give a time frame for when the money is distributed and does not give a dollar amount. Commissioner Fels informed the Board that beginning with the new fiscal year 2016-17 the VEBA contribution to employees will be a fixed amount of \$500.

The Board received a letter from the Union stating that due to the vague wording in Article 29 Fitness Clause, they reimbursed the District in the amount of \$4,134.60 for the unused portion of the gym membership funds from the inception of the current contract up to September 2015. At the end of this current contract, they will reimburse the remaining unused amount of \$2,752.44. Beginning with the new fiscal year, the District will no longer be contributing to gym memberships.

A report was distributed to the Board of the Fire Marshal's accounting of his time from the beginning of his hire date in 2015 to-date.

The Chief stated that he welcomes the Boards input and asked for their patience as we implement changes and improvements to the website.

An auction was held last week for Board approved surplussed items. The auction was well attended and \$994.25 was raised. Receipts will be kept on file for all the items that were sold.

The Chief updated the Board on the volunteer process. Currently we have twenty-six (26) active volunteers and one (1) cadet.

The lease on Station 4 is paid in full and the lien has been released by Panhandle Area Council. The lease on Station 5 has a remaining balance of \$34,126.70 and will mature in 2021.

#### Treasurer's Report:

Commissioner Engelhardt discussed the Profit & Loss Budget vs. Actual report and the Balance Sheet that was distributed for the Boards review.

## **UNFINISHED BUSINESS FROM PRIOR MEETINGS**

Status on Union ratification of contract extension and changes: Commissioner Fels reported that he received a letter from the Union stating that they have ratified the extension and changes.

Status on Union ratification of Healthcare MOU: Commissioner Fels reports that to-date we have not received correspondence from the Union ratifying the Healthcare MOU.

## **NEW BUSINESS**

Discussion and action on resending Resolution 16-02: Commissioner Linscott made a motion to resend Resolution 16-02. Commissioner Gilchrist seconded and the motion carried.

Roll Call Vote: Commissioner Fels – Yes; Commissioner Charbonneau – Yes; Commissioner Engelhard – yes; Commissioner Gilchrist – Yes; Commissioner Linscott – Yes.

Discussion and adoption of Resolution 16-10: Commissioner Charbonneau made a motion to adopt Resolution 16-10. Commissioner Engelhardt seconded and the motion carried.

Roll Call Vote: Commissioner Fels – Yes; Commissioner Charbonneau – Yes; Commissioner Engelhard – yes; Commissioner Gilchrist – Yes; Commissioner Linscott – Yes.

Discussion and direction on annual newsletter: The Chief stated that he would like to publish an annual newsletter to give a synopsis on fire safety, information regarding Fire District activities, etc. The Board requested the Chief figure out an estimated cost for next year's budget.

Discussion and formal adoption of Selkirk Fire, Rescue & EMS name: The Chief reported that we received an opinion letter from our attorney stating that it is okay for us to operate under the Selkirk Fire name. We looked into what it would take to legally change the name and found that it is a very simple process and is done by filing a name change form with the state and then notifying the IRS. The Chief pointed out that the Sagle Fire name really doesn't represent all the areas we cover in the District (Bottle Bay, Carewood, Cocolalla, Garfield Bay, Westmond, Willow Bay). This item will be continued at next month's meeting.

Discussion and authorization to advertise for Board opening for District 5: Commissioner Fels requested we publish a legal notice in the Bonner County Daily Bee, and post on our website and facebook pages for the position of District 5 Commissioner. The boundaries of District 5 are approximately one (1) mile west of Sourdough, to include all of the Peninsula, and up to Sky Meadow Road.

Discussion and direction on entering into a retainer for Board attorney: After Board discussion it was concurred that we do not need an attorney on retainer at this time.

Notification of scheduled JPA meeting on Tuesday, July 26, 2016: Commissioner Fels informed the Board that a JPA meeting has been scheduled for Tuesday, July 26, 2016, 5:30 p.m. in the Council Chambers at City Hall.

Appointment of new member to JPA Board and plan to transition to a new Chair: Commissioner Fels stated that because he is currently serving as Chair on the JPA Board and will be resigning as of September 30, 2016 we need to appoint an alternate member to the Board. After discussion the Board appointed Esther Gilchrist to serve on the JPA Board as the alternate member.

Discussion and approval to enter into Partnership with Bonner County Sheriff: The Chief reported that year-to-date we have responded to four (4) marine responses. The Sheriff informed us that they have been advised not to take vessel assist calls because they are not able to tow boats. There is a private provider on the lake that does vessel assists. One of the calls we responded to was a call where the Sheriff's boat was not able to get into the location because the water was too shallow, two (2) calls were regular EMS responses, and one (1) boat rescue. The Chief stated that he spoke with the Sheriff about developing an agreement between the Sheriff's office and the District for mutual aid. Having the agreement in place will allow for the District to capture any cost we may incur.

Preliminary Budget Workshop: The Chief distributed copies of the preliminary 2016-2017 budget for the Boards review and comment.

Discussion and approval of Resolution 16-09: Commissioner Engelhardt made a motion to approve Resolution 16-09 with revision. Commissioner Gilchrist seconded and the motion carried.

Roll Call Vote: Commissioner Fels – Yes; Commissioner Charbonneau – Yes; Commissioner Engelhardt – yes; Commissioner Gilchrist – Yes; Commissioner Linscott – Yes.

## **ADJOURNMENT**

Commissioner Charbonneau made a motion to adjourn the meeting at 11:33 a.m. Commissioner Linscott seconded and the motion carried.