

**MICA KIDD ISLAND FIRE PROTECTION DISTRICT
BOARD OF COMMISSIONERS REGULAR MEETING
January 26, 2016 6:00 PM**

PRESENT:

Chairman Mundt
Commissioner Arhutick
Commissioner Hauser
Chief Blubaum
Treasurer Swendig
Admin Asst. Saranto

CALL TO ORDER

Chairman Mundt called the meeting to order at 6:00 P.M.

PLEDGE OF ALLEGIANCE

Commissioner Mundt requested we move to the 2015 Audit in New Business so that the Auditor would not have to sit through the whole meeting: Commissioner Arhutick: No Objection
Commissioner Hauser: No Objection.

Chris Shipley with Magnuson McHugh presented our 2015 audit. There are NO notables in your audit, which is good. Your internal controls are functioning well. GASB68 is requiring us to do about eight pages of reporting for PERSI. I am always open to questions feel free to call me anytime.

PUBLIC COMMENTARY

Nancy King: Congratulations to the new commissioners, long time getting here glad you are in those chairs. She requested a review of the December 15 minutes; Mike Dawson's comments were not included.

Chris Shelton: Due to the fact that the assessed value of property in the District has risen substantially in the last 5-10 years is there any intention of the new board to create or start to create CIP or long range plans for the District, if so when.

MINUTES OF PREVIOUS MEETING

Commissioner Hauser: Questioned how we make corrections to the minutes. Why do we have different copies out there and who requested the changes.

Chairman Mundt moved to approve December 1, 2016 minutes, Commissioner Hauser 2nd the motion: **Motion Carried**

December 15th minutes need to be corrected. Commissioner Hauser requested to add the volunteers Association letter as an attachment to the minutes. Can we show the changes to the minutes in different color? Yes

Chairman Mundt moved to approve Special Meeting January 11, 2016 minutes, Commissioner Hauser 2nd the motion: **Motion Carried**

TREASURER'S REPORT

Treasurer Swendig provided bills and financial reports. Commissioner Hauser requested a list of account numbers and what would go under them. She also inquired why Ms. Saranto received such a small paycheck; she took 4 days off without pay for her husband's shoulder surgery. Commissioner Hauser questioned why the reports have different dates on them; Treasurer Swendig came in a day early to run reports. This was just an oversight not a usual.

Treasurer Swendig has signature cards for the new Commissioners to sign for the checking account. Commissioner Arhutick; will not sign anything until he goes into the bank to sign. The bank gets the new info from the minutes at the swearing in.

Commissioner Arhutick asked what the spending limits are for everyone without approval. Chief Blubaum stated it is in Policy 301 Purchasing & Inventory Control that the Chief may spend up to \$2,000.00 without permission. No one else in the district can spend without the Chief's approval.

Commissioner Hauser: Why are the station lights not working? Chief: The electrician found some wires in the attic that were fried.

Chairman Mundt moved to pay the bills. Commissioner Hauser 2nd the motion: **Motion Carried**

Chairman Mundt moved to approve the Balance Sheet. Commissioner Hauser 2nd the motion: **Motion Carried**

Commissioner Hauser moved to approve the Profit & Loss Budget vs. Actual. Chairman Mundt 2nd the motion: **Motion Carried**

CHIEF'S REPORT

The office was closed Monday for Presidents Day.

Command 201 is having some electrical problems, we had to jump-start it a few times. The cause was the radio not being in the off position.

Last week the majority of my time was spent putting together the information you requested. Chairman Mundt thanked the Chief.

Our water tender is still out of service at the Kootenai shop. The butterfly valve was the cause of the leak; we have ordered a new one. The cost should be around \$1,000.00.

Worley office: We received our construction permit and our electrical inspection is tomorrow; most of the construction, priming and painting are completed.

Commissioner Hauser: when do you anticipate moving in? Chief estimated 2-3 weeks depending on others that are involved. Have you looked at furniture yet? Chief's reply, no not yet.

Chairman Mundt: Since we are going to be parking trucks in here again, are you going to pull up the carpet? Chief: yes.

OLD BUSINESS

- a. Fleet: Chairman Mundt talked to Justin Muhlauser with IDL and they will hold over our 2015 request for chassis; however, he recommended that we apply again. We should state that now we do not have 4X4 capabilities, he also recommended that we contact Idaho Federal Surplus and see what they have since IDL does not have anything at this time.

Chairman Mundt presented several vehicles to look at:

Year	Model	Color	Miles	Tank	GVW	Cost
1992	M916A1	Camo	8	No	68,000	7,500
1992	M916	Camo	?	No	?	34,000
1992	M916	White	?	No	?	42,500
1993	M916	Camo	22,263	No	68,000	25,500
1995	M916	Black	5,500	4,000	68,000	79,500
1999	M916	White	73,462	4,000	68,000	74,500
2008	M916	White	1,567	4,000	68,000	119,900
2009	M916	Camo	249	No	68,000	59,500

Chairman Mundt moved to purchase from Idaho Federal Surplus Property #16-014-0316-53-001 1992 M916A1 for \$7,500.00, Commissioner Hauser 2nd the motion.

Commissioner Arhutick: How much will it take to get a tank? Texas Correctional Industries has a tank for \$14,581 with shipping and maybe \$2,000 to paint it. The tank is 6 months out.

Chief: Sole Source procurement: 1. 14-day advertisement in the newspaper or 2. Do a resolution declaring it an emergency. It should be turnkey if you are going to do sole source.

Kelso Lindsay: Statue 67-2808 (2) (a), the purpose of the statue is to prevent waste and not rip off the taxpayers.

Commissioner Hauser: If we go out to bid how many bids do we need to qualify. Chief: We will need at least three (3) competitive bids, if we receive less than three you need to document it.

Chairman Mundt: His opinion is this truck is exceptionally rare and we would not need to go out to bid, but also does not see a problem if we want to advertise for 14 days for the chassis then that would take that out of the bid process. Mr. James Lusk (ID. Federal Surplus Property screener) stated it would not be an issue to hold the truck while we go out to bid.

Commissioner Arhutick: If we do this, will the truck be NFPA 1901 approved. Chief stated, yes if it is constructed within standard and with proper inspections. If we do the 14-day advertising then we can subtract the \$7,500 out of the bid process.

Commissioner Hauser: Could we do a road trip to check this chassis out? Commissioner Arhutick volunteered. Chief stated; anything over \$25,000 needs to go through the bid process.

Chairman Mundt: Motion has been made and 2nd, **Motion approved.**

Chairman Mundt: aye Commissioner Hauser: aye Commissioner Arhutick: aye

Chief will do the advertisement for the CDA News Press.

NEW BUSINESS

- a. 2015 Audit moved to after the pledge of allegiance per Chairman Mundt's request.
- b. Training for Commissioner's, Chief Blubaum thanked Commissioner's Arhutick and Hauser for having a sit down with him. One of the things that came up was training for Commissioners; would having a sit down with Mary Richter CPA and Glen Potter our insurance provider be helpful. Chief Whey with KCMSS has also offered to help with some

training. April 9th at the North Idaho Emergency Services Academy, they are having a Fire Commissioners course where they are going to have an Attorney and ICRIMP there to go over the legality of the positions. Topics of discussion will be sole source procurement and the bid process. Chief will email the flyer when it becomes available.

Chairman Mundt; We are over due to review our insurance policy. Should we also review with ICRIMP?

- c. & d. Chairman Mundt stated the current roster presented to us shows 31 volunteers with varied experience levels and participation. Sixteen are EMT trained, 20 are authorized to operate MKI equipment and vehicles, and 5 are in leadership positions.

The response record for the last two years shows 4 people are responding to over 75% of the calls, 3 are responding to over 50% of the calls, 9 are responding to over 20% and 15 are responding to less than 20%.

We should express our thanks as a community for the hard work and dedication of these individuals. I have every reason to be pleased at the report, there is a large number of people represented and the needs of the community are being met. The EMS transport agency works well and we have overlapping mutual aid agreements with other fire districts that will assist us as needed, as we will assist them.

My concern is not with 95% of what we do here, but with the 5% instance of major calls, and in particular wild land fires. The past two years we have watched Washington and Idaho burn in major wildfires. Over this period in Washington alone, one million four hundred thousand acres burned, with the loss of 667 structures. In the 2015, Idaho wildland fire season 740 thousand acres burned with the loss of 142 structures. Nearly all of these fires began as a grass fire that spread into a mile wide flaming front. The city of Wenatchee lost 29 structures in a city subdivision this year from a grass fire. The majority of the losses were from urban interface fires. The statistics do not list the structures saved which should be equally as relevant.

We have been very fortunate. Had the late fall windstorms that did enormous damage here occurred during the dry portion of the year we would have had multiple fires on a regional level because of downed power lines. Mutual aid would not have been available because every department needed all their available resources at the same time. We need to better prepare for these events. MKI Fire has approximately 30 positions to fill to fully utilize every available resource we have and there are currently 31 volunteers listed in the roster. In order to meet the demands of a large event we will need to have every resource operational within one hour. It is also unrealistic to assume all 31 volunteers would be available and certainly not in a narrow time frame.

We have an unrealized volunteer labor pool within our community. I have a list of 15 people that live here and are willing to assist in this effort within the confines of what can reasonably be accepted of people that have no interest in a career in firefighting.

What I propose is to form a firefighter reserve, to be implemented in a large event. The goal is to bring these people in as can be arranged by their schedule for individual instruction on brush truck operation. We will need to provide appropriate safety equipment and written guidelines. These volunteers will need to adequately demonstrate all possible operations of this equipment. I also propose they be allowed to take a brush truck to where they are burning brush piles as a training exercise and as an additional safety measure in the event their burn pile may spread. This not only benefits the individual but also the department as fire-fighting equipment is on site should a call come in. This will take cooperation and

scheduling, but it is manageable.

Yes, there are risks with this plan, as there are always risks. However, I believe the risk is greater if a significant amount of equipment is not being utilized in a major event due to lack of available personnel. More experienced people can be paired with those with less experience. This should be completed before May 15 in preparation for our summer season.

What I have just described to you is how Mica Kidd Island Fire operated as an association for twenty years and as a fire district for ten years. This is not a new concept and it worked well over our history. We need to accept volunteers for what they can do for the community without prejudicing against them for what they cannot do.

Chairman Mundt has a list of 15 people that would like to participate but only learn 1 piece of equipment not all of it.

Commissioner Hauser agrees we need to allow citizens to volunteer if they want, getting proper training with what they are comfortable doing. There has to be a happy medium where we can work together and make this happen.

Commissioner Arhutick; We need to pull together as a community and do what we can, every body's homes are at risk here. We need to let our community help out. Commissioner Hauser stated that she would even come in and clean toilets. Thanked the volunteers for being here.

Commissioner Arhutick called for public comment: Tyler Anttila worked for IDL last summer. Even though they were very busy with many fires, they do not send out everyone. At some point they do a lock down of personnel so that they will still have people available to help in local areas if need be. He understands us wanting to get the public involved, but they would need to go through the same wildland training as IDL. Along with training, just doing it makes a big difference. I need to know that you are able to have my back or possible stand in front.

Chairman Mundt: What we did for almost 30 years we would take people with more experience and put them with people with less. What I propose is, get a buddy and let's go train whenever you're available. This worked really well. It was based on a schedule that they created themselves.

Kelso Lindsay: I think 30 years ago this worked really well but today with the number of lawyers pushing 400,000 how do you protect the Fire District, citizens and taxpayers? Maybe we would need a strong worded waiver of liability.

Chairman Mundt: does not want to be in a position of having equipment with not enough people to operate it. We need to grab our neighbors and bring them to the fire station for some training.

Terry Montanye: He has been a volunteer for 8 years but did not feel he was a good firefighter. Applying/practicing what you are trained for is what it takes to become good at it. Not everyone knows what needs to be done. We put out wildland only job descriptions and only one person signed up, but never came to the interview. Training is very important to everyone.

Commissioner Arhutick: Talking about getting the quickest response to the grass fire.

Jim Wilson: Thanked all the volunteers, and for the training, they have received. He does not have the time to do ALL the training but could do some. Maybe he could help by being a support to the Firefighters.

Mike Dawson: Concerned that everyone be trained, if someone goes down we need to be able to save each other with the same standards and training. We always work in pairs so you need to be able to rely on your partner.

Commissioner Hauser: We need to communicate with the community about volunteering/Firefighter I and how much it would take to do that.

- e. Volunteers cost vs. benefit: I propose that the chief provide to the commissioners a detailed report covering every volunteer we have had over the last 4 years on an individual basis.

Debit Column:

- * What equipment, clothing, communication equipment and gifts were provided and at what cost?
- * What training did MKI provide or otherwise pay for to this person and at what cost?
- * What certification of completion papers were given to this person?
- * Had this person attended a trade school or university for the same training what would this have cost?
- * All other costs to the taxpayer associated with this person.
- * Total cost to the taxpayer for each person over the period.

Credit Column:

- * What are the direct benefits to the taxpayer?
- * Assuming we were paying these people \$20 per hour total savings to the taxpayer for responding to calls. What is the total credit this person has accumulated over this period.
- * Other intangible benefits to the taxpayer should be listed separately. (For example, time spent at station repairing equipment and maintenance.)
- * Total credit to the taxpayer for each person over this period.
- * Should this individual have left the department, what was the value of the equipment returned to MKI.
- * Was the equipment recycled to other volunteers?

I recognize this information will remain protected and is not intended to specifically analyze individual participation. It is intended to analyze overall strategy and the cost benefit to the taxpayers. Please have this report to the commissioners by March 18.

Chief: In 2015, it was .86 cents per hour for training. It cost approximately \$2,250 to outfit a firefighter.

Commissioner Hauser: Do we recycle gear? Chief: Absolutely, it has an 8-year shelf life.

- f. Chief's report: Chairman Mundt requested a detailed weekly chief report outlining the activities of the paid personnel of the department. Specifically; a detailed time and effort report. Included in the report shall be all notable events over the week. Training reports; who was instructing and the topic, as well as how many attended. Call report: type of incident, how many responded, and duration. Apparatus status: note of equipment taken out of service, and when returned. Volunteer Roster Update: current status of volunteers with note to any current changes.
- g. MKI Attorney: Commissioner Hauser read a proposal from Hawley Troxell. See attachment.

Chris Shelton: Idaho State Statute requires RFQ's to multiple agency's to avoid perception of impropriety.

Commissioner Arhutick moved to send out RFQ's. Chairman Mundt 2nd motion. **Motion Carried.**

- h. Commissioner contact information: Our web site was potentially hacked and we are in the process of getting a server and new web site. The web site has been set up with your new commissioner email addresses.
- i. MKI Web site/Calendars/emails: Commissioner Hauser would like to have when the office is closed added to the calendar. Email to Nancy King about receiving agenda/minutes every month by email. Do we need a public records request for monthly agenda/minutes? No, not for the agenda and minutes they can be emailed. We talked about putting together an email list of those that would like to get the agenda and minutes emailed to them.

PUBLIC INPUT

Chris Shelton: On your volunteers Cost vs. Benefit, I did not hear on the asset side what your volunteers time spent training is worth. Commissioner contact information is public record information so could we put their email address after their names on the minutes so that everyone doesn't have to go searching for them? Yes

Mike Dawson: Volunteers Cost vs. Benefit: we need to look at the tangible costs; our time is worth way more than \$20.00 an hour, it is people's lives and homes that we are protecting. What is that call worth to the person whose life we just saved? You cannot do just the cost of the gloves etc. It would be nice to include all of this in your analysis.

Commissioner Hauser: In answer to Mr. Dawson, it's like the MasterCard Ad "What you guy's do is priceless", but at the same time, we have an audit, budget and all this stuff we have to answer to, that is what this is all about. There is no value can be placed on what you do, it is priceless.

Mike Dawson: We are here in case something does happen. I met one of the residents recently and she said that the trucks never move, well that is not true we have some weeks we have a bunch of calls other weeks we do not. It is public perceptions that all we're doing is spending money, and that they do not want a fire department.

Commissioner Hauser: Well that is never true; it may be a different kind of fire department, and that evolves as well. There has to be a way of coming together and finding a common ground. The community will understand you better and you will understand the community better.

Chris Shelton: There are some intangibles in your volunteers cost vs. benefit information that are going to be hard to quantify. Having a good working environment to increase production is important.

Bill Turner: One of the inherent problems with volunteer groups is that you can have everyone or no-one show up. If we are truly having a wildland fire, there is a chance that the volunteer is going to not show up because he is protecting his own property. In cases like that is when you're mutual and auto aid agreements kick in and the out of district volunteers will be the ones showing up to help. If you are going to get people involved in wildland only you are going to have to buy equipment for them. They should have a shelter and those are expensive. You have to accept the fact that there is a cost involved and you have to say that I am willing to pay that.

Jim Wilson: I think that a lot of the folks are thinking red card training and wildland training so that we are doing things appropriately for when the volunteers do get on scene and I think that some of the folks would be willing to pay out of pocket some of those costs. Maybe they could get scheduled training say on the 2nd Tues of every month so that we could help support the volunteers.

Chairman Mundt moved to go into Executive Session to discuss personnel Pursuant to the

Provisions of Idaho Code 74-206, subsection (1) (b). Commissioner Arhutick 2nd motion: **Motion Carried.**

Roll call vote:

Chairman Mundt: Aye
Commissioner Arhutick: Aye
Commissioner Hauser: Aye
Commissioners adjourned to Executive session at 8:25 p.m.
Commissioners requested Chief's presence into Executive Session at 9:00

Chairman Mundt moved to end the Executive session and return to the regular session, Commissioner Hauser 2nd the motion: **Motion Carried**

Roll call vote:

Chairman Mundt: Aye
Commissioner Arhutick: Aye
Commissioner Hauser: Aye
Chief Blubaum: Aye
Commissioners returned to regular session at 9:25 p.m.

COMMISSIONERS COMMENTS AND/OR CORRESPONDENCE

Chairman Mundt will not be at the next meeting; Mr. Lee Toedter his alternate will attend.

Commissioner Arhutick: 1st alternate will be Lynette Arhutick, 2nd alternate will be Mike Carlson.

Commissioner Hauser will turn in her alternates later.

MOTION TO ADJOURN

Chairman Mundt moved to adjourn the meeting, Commissioner Arhutick 2nd the motion. **Motion carried 09:27 P.M.**

Respectfully Submitted,


Administrative Assistant Saranto

Approved,

Chairman Larry Mundt

Approved,


Commissioner Mike Arhutick

Approved,


Commissioner Gretchen Hauser