

**MICA KIDD ISLAND FIRE PROTECTION DISTRICT  
BOARD OF COMMISSIONERS REGULAR MEETING  
August 25, 2015 6:00 PM**

**PRESENT:**

Chairman Mundt  
Commissioner Smith (Telephone)  
Commissioner Lindsay  
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**

**PUBLIC COMMENTARY**

Gerry Wilson; she liked the pictures in the flyer but felt some of the content about volunteering was untrue. It's been her experience at the hospital that volunteers get thanked. Wanted the wording in the flyer changed, Commissioner Lindsay informed her that the community was divided; half liked it and half didn't.

Mike Dawson; as a new member to the community and a new volunteer to the fire district he has experienced all the things listed in the flyer that a firefighter might go through.

Lynette Arhutick; has been perusing the web site and asked about the members only section. She also stated that the web site doesn't have very much information on it about the district. She would like to see trainings and events on the calendar and have the email addresses activated so they would go directly to sending an email. Would the Chief's reports be added to the web site? Chief Blubaum informed her his reports have protected information in them so they would not be on the web site, but she could submit a public records request for them.

Nancy King; what are the office hours? 7:30 to 4:00 pm

Gretchen Hauser; perhaps we should change the option (member login) on our web site to something else. (Volunteer login) There are people who would volunteer to help us with that.

**BUDGET HEARING for FY 2015-2016**

Chief Blubaum presented the FY2016 Proposed budget and answered questions from the commissioners.

Chairman Mundt; I do not support moving \$200,000 from the fund balance for new vehicles. The chassis of a new tender should be requested from IDOL as we should have done last year. Worley fire has an ideal chassis in their yard it is a refurbished ex-military freightliner M916A3 #461, 6x6 tandem axle 6wheel drive. Their only cost was to bring it back from its location and paint it. Approx., \$1,000 for transportation and \$2,200 for painting. They have requested a second unit

from IDOL. For a tank we can purchase 2000 Gallon low profile fully baffled SS tank from Texas Correctional Industries for \$13,000 delivered. We would only need to add the pump that was removed from T261, storage boxes for equipment and a rack for the dump tank and suction hoses. Approx. cost under \$25,000. This amount should be allocated from the budget removing part time wages #6980.

They also received a M915A1 4x6 tractor truck. Worley fire still operates an FEPP 6x6 tender similar to what we returned to IDOL.

There is a larger issue here, from the statistics we cannot operate the equipment we have. The maximum number of volunteers to any call for both 2014 and 2015 is 11, there are 26 positions with the equipment we have. We can only operate 42% of the fire equipment we have, excluding the rescue unit and the utility vehicle. Without more volunteers 58% of our present equipment cannot be utilized. Depleting our fund balance for a new truck is not justified. It should be saved for unexpected expenses (a large fire like Timberlake has experienced).

In 2014 IDOL provided 14 FEPP units (government owned), 57 FFP units owned by the FSO within one year.

I do not support purchasing a new command vehicle. If a replacement vehicle is needed and I do not see any urgency, it should not be purchased new. I believe there is room in the proposed budget for this purchase. From the budget vs actual. We are carrying over \$20,000 from 2015, the new truck cost an additional \$15,000 above budget and \$32,000 to outfit and will not be required for 2016. This total is \$67,000.

I do not support additional employees, local volunteers have for the last year offered to help and this resource has not been utilized. This is a good opportunity for non-firefighters to volunteer for the fire district.

Commissioner Lindsay stated that Worley's truck is huge.... bigger than what we need. At this time the truck committee is still working on a compromise that will work for our district. Does the command vehicle and U299 need to be replaced? What is the chief doing that a volunteer could do? Building/Driveway inspections? We really need a weekly chief's report in order to know if he needs help.

Commissioner Smith; agreed the truck that Worley purchased is way too big for us. He would like to leave the \$200,000 for new vehicles and \$25,000 for part-time wages in the budget; he does not feel comfortable with just anyone doing inspections/helping the chief etc. we need a qualified person.

After much discussion Chief Blubaum presented these changes to the proposed budget: 6980 part-time wages 25,000 be adjusted to 0; put \$10,000 on #6530 Minor Equipment, \$8,000 on #6130 R & M Building, \$2,100 on #6025 Office Supplies, \$1,400 on #6015 Public Relations, \$3,500 on #6010 Advertising. Chairman Mundt moved to approve the budget as revised; Commissioner Smith 2<sup>nd</sup> the motion: **Motion carried**

Roll call vote:

Chairman Mundt: Aye

Commissioner Lindsay: Aye

Commissioner Smith: Aye

### **MINUTES OF PREVIOUS MEETING**

Chairman Mundt moved to approve the minutes from July 28, 2015 meeting. Commissioner Lindsay 2<sup>nd</sup> the motion: **Motion carried**

Commissioner Lindsay moved to approve the minutes from August 11, 2015 Special Meeting.  
Chairman Mundt 2<sup>nd</sup> the motion: **Motion carried**

### **TREASURER'S REPORT**

Mrs. Swendig provided bills and financial reports. Commissioner Smith moved to pay the bills.  
Commissioner Lindsay 2<sup>nd</sup> the motion: Chairman Mundt Abstained; until he receives weekly reports from the Chief. **Motion Carried**

Chairman Mundt moved to approve the Profit & Loss Budget vs. Actual and the Balance Sheet,  
Commissioner Smith 2<sup>nd</sup> the motion: **Motion Carried**

### **CHIEF'S REPORT**

Chief Blubaum submitted his report in advance; no discussion. All commissioners were happy to receive the chief's report.

### **OLD BUSINESS**

- 1) Fleet: Committee is working on this.
- 2) Support Services/Recruit Volunteers: We are having a recruitment drive (BBQ) on September 2<sup>nd</sup>; we have a list of things that volunteers could do other than firefighting. Commissioner Lindsay; volunteers cannot be paid by the fire district, for an event like Ironman, they can hire our volunteers and pay them. (Form 1099 Misc.)

Commissioner Mundt would like to allow specialization in volunteers; wildland only/CDL drivers only etc.

Commissioner Lindsay would like to talk with our insurance provider to see if those volunteers would be covered.

- 3) MKIFPD Statistics: Chairman Mundt;

a. 2009 average responder to all calls	7.2	14 maximum	Fire
b. 2010 average responder to all calls	7.22	17 maximum	Fire
c. 2011 average responder to all calls	6.93	16 maximum	MVC
d. 2012 average responder to all calls	5.38	14 maximum	Fire
e. 2013 average responder to all calls	4.27	19 maximum	Fire
f. 2014 average responder to all calls	3.83	11 maximum	Fire
g. 2015 average responder to all calls	4.56	11 maximum	Fire

4.46 fire

Positions; Command-1, E221-5, E222-5, T260-2, Brush-3, Brush-3, Brush-3, Fire Boat-2, Fire Boat-2 = 26 Total Positions

We can only operate 42% of the fire equipment we have, excluding the rescue unit and the utility vehicle. Without more volunteers 58% of our present equipment cannot be utilized. We need to revise our strategy to include more local residents and provide wild land only training.

- 4) Chief's Compensation: Commissioner Lindsay has had multiple conversations with citizens in our district; 1 group yes and 1 group no. The Chief has done what was asked of him.

Chairman Mundt gave compensation comparisons of surrounding organizations; I find the chief exceptionally uncooperative, it took 6 months and an executive session to get the requested reports. The reports are not encouraging. On any given day we need mutual aid for any serious call. He is not partnering with the local population to accommodate tasks

with what the public can provide and this creates a serious shortage in volunteers on major calls. For the last year people have volunteered and been refused for both firefighters and non-firefighting tasks.

Not making application to IDOL for free equipment cannot be understated. This chassis is likely worth \$60-80,000 and we did not apply.

I feel the chief is adequately compensated and do not support a raise until these issues are resolved.

Commissioner Smith: would like to put this on next month's agenda when he can be here for executive session; Worley Fire cannot man the equipment they have in there yard.

- 5) Policies for Segregation of Duties/Monthly Timeline/Backdated Checks; Commissioner's need to review before adopting.
- 6) Emergency Response Plan: This resolution needs to be adopted in order to receive grants etc. Commissioner Lindsay moved to adopt Res 2015-01, Chairman Mundt 2<sup>nd</sup> **Motion carried**

Roll call vote:

Chairman Mundt: Aye

Commissioner Lindsay: Aye

Commissioner Smith: Aye

## **NEW BUSINESS**

None

## **PUBLIC INPUT**

Lynette Arhutick: wondering why the budget hearing was not separate from the regular meeting; lack of attendance. Would like the web site/calendar updated. She belongs to another organization that is also seeing a decline in people volunteering; recruiting should be a continual drive with word of mouth being the most effective way.

Bill Turner: to say we do not have enough volunteers to run all the equipment that we currently have is inaccurate; it would be extremely rare to use **all** of our equipment on a call. We do need more volunteers.

Mike Arhutick: how many people do you need to pass the water transfer test you did? 6 people would be enough; part of why we failed is because we had more people involved and we do need more practice.

Terry Montanye: this exercise was set up to fail; that was part of the practice. We need to be able to transfer water with the lack of fire hydrants in our district. When we buy a tender we need to take in the limitations of our district and buy what works for us. Education and training is very important even if your wildland only.

Chris Shelton: pointed out that the Chief does not have a job description; the policy on job duties was adopted in 2012. Chief has 20+ years in the fire service, 4,000 hours instructing others, 3,000 hours of continuing education. During his time as chief he has increased our FYE carry over amount and been fiscally responsible. He has also increased training hours within our budget. The Commissioners need to have annual evaluations for the chief as stated in the policy.

Mark Rogers: Business over that last 30 years has changed considerable; volunteering is on the decline due to the change in generations. Community involvement is not the same as 20 years ago; also the home structures have changed, it's no longer wood construction as in the past its now vinyl siding, plastic, foam insulation etc. Firefighting is more dangerous now than in the past, with these new hazmat conditions people are less willing as a volunteer to put their lives in harm's way.

Mike Dawson: training is extremely important; we do need more volunteers, but not just anybody can do this job they need training. He believes Commissioner Mundt is skewing the numbers (volunteers/equipment/responding). He needs to come to the station/trainings more often.

Randy Opp: Chief to do weekly reports to the Commissioners and could they be posted on the web site. (the redacted version)

**COMMISSIONERS COMMENTS AND/OR CORRESPONDENCE**

Commissioner Lindsay: encouraged Chairman Mundt to come to the station more often and hoped that communications with the Chief would improve. Let's request a chassis from IDL; Chief will do that this week.

**MOTION TO ADJOURN**

Commissioner Lindsay moved to adjourn the meeting, Chairman Mundt 2<sup>nd</sup> the motion. **Motion carried 08:46 P.M.**


Respectfully Submitted,

  
\_\_\_\_\_  
Administrative Assistant Saranto

Approved,

  
\_\_\_\_\_  
Chairman Larry Mundt

Approved,

  
\_\_\_\_\_  
Commissioner J. Kelso Lindsay

Approved,

  
\_\_\_\_\_  
Commissioner Jim Smith

# Chiefs BOC Monthly Report

August 19, 2015

## Personnel:

- The interview committee interviewed three applicants. Two were recommended and one was declined. The recommended individuals are out for background checks. We have received applications from two out of district certified firefighters/EMT's who's applications will be forwarded to the interview committee. We have also received interest from two more out of district individuals and as of today we have not received any applications.
- Mrs. Saranto continues to work on multiple projects. Finalizing the FY2014 audit and closeout, volunteer recruitment advertising and mailers, electronically archiving records, attended an administrative assistant budget meeting, stayed late for the Harbor View Homeowners Meeting, helped coordinate the Summer Picnic, assisted with the development of next FY budget, along with all the other standard monthly duties she is required to complete.
- We had our annual summer picnic on August 8<sup>th</sup>. Mark and Mary Rogers offered to host us again this year. We had a really good turnout, probably the biggest since I started with the largest number of kids anyone could remember. I believe everyone went away happy and full of BBQ.
- Since our last BOC meeting, I have been attempting to better account for my hours. Since the week beginning (7/27/15) to the date of this report (8/19/15), there have been eighteen (18) business days. By the end of training tonight, I have logged one hundred seventy eight (178) hours in a normal one hundred forty four (144) hour period. I am still finding it difficult to account for every task we complete as we are pulled multiple directions and deal with multiple distractions each day.

## Training:

- Since our last BOC meeting we have conducted three regularly scheduled Wednesday training sessions. All hose has been tested, we conducted a water shuttle ops drill to flow 95 gpm for a duration of 1 ½ hours which was unsuccessful, and we conducted detailed vehicle inspections, pump operations, and driving exercises.
- Chief Maines and I attended a live fire training/tactics course in Ammon over the weekend at no cost to the district.
- We are scheduled to conduct Fireline EMS training tonight. This is partly in response to the massive shortage of manpower in the west.



**Calls for Service:**

We have responded to eight (8) calls for service since our last BOC meeting and the time of this report, four (4) medical, two (2) mutual aid requests, one (1) utility problem, and one (1) carbon monoxide alarm. Year to date; we have documented ninety seven (97) calls for assistance. A vast majority of the patient contacts at Ironman are considered non-reportable as our responders did not document vitals, times, and names.

**North Idaho Code Enforcers (NICE) & Kootenai County Arson Taskforce (KCAT)**

I attended the NICE and KCAT meetings today. At the NICE meeting we discussed the 2015 updates to the ICC codes and their impact on municipalities and jurisdictions. Specifically the provisions of the fire and building codes that cover residential sprinklers. They also discussed upcoming training and educational opportunities.

At the KCAT meeting we discussed a myriad of calls that have occurred in Kootenai County and some similarities. We formed this taskforce to keep all investigators in the loop as to what is happening. This way we can pool our resources in an effort to confront unlawful activities.

I plan on attending both of the meeting in the future to stay abreast of the activities in the code world and to ensure we are assisting and not hindering fire investigations.

**North Idaho Training Officers (NITO):**

I attended the NITO meeting this month and we discussed the various upcoming courses. Several will be provided free of charge in September and November to any agency in the five northern counties. We also started the planning process for next year's North Idaho Emergency Services Academy slated for April 9-11, 2016.

**Fire Service Technology (FST):**

While in Southern Idaho, I took the time to have a four hour meeting with the director of FST to pass along several complaints and concerns from North Idaho and what I have seen as a challenge for our personnel. Testing, training materials, instructors and qualifications were just some of the topics we discussed. The outcome of the meeting is positive for training and certification testing in Idaho as he is calling for a conference call of several of the seasoned instructors/evaluators around the state. With their guidance, we should be able to iron out many of the bugs.

**Building Permits/Inspections/Insurance:**

We have received one permit for approval and I have completed one sign off for occupancy these past three weeks. I have also worked with two developers the past couple of weeks on road and driveway requirements for two new single family residence which I suspect we will receive a permit within the next month. We conducted a pressure test and initial inspection for one residential sprinkler system. I will attend a public hearing at the County Administration Building for a proposed subdivision this week.

I was requested by the owner to inspect an existing single family residence for fire code compliance and possible WUI mitigation ideas. I spent two hours with the owners looking at the exterior of their structure, surrounding vegetation, and gave them several suggestions to upgrade their interior fire safety features and to mitigate exterior fuel sources.

I received six request from various insurance agents for multiple properties within our boundaries since the last BOC meeting. We are required to provide specific district information so each agency can provide homeowners insurance to individuals. Most of these request take approximately thirty minutes to complete over the phone. However two requests took several hours as they needed copies of our automatic aid agreements and verification from dispatch that we indeed have automatic aid.

#### **Facilities/Apparatus:**

- We replaced the lights in the bays were E221 and T260 are housed. This has significantly increased our ability to work on apparatus, find equipment, and has improved safety.
- U299 was having problems idling again so we took it back to Reliable Auto for a diagnosis. After a detailed investigation, cylinder one has a burnt valve and major scoring on the piston along with a list of other issues. Their recommendation is to replace the motor. The vehicle is in poor condition at best with over a hundred thousand miles. Looking at Kelly Blue Book, if it was in fair condition, the maximum value would be approximately \$2000-\$3500 depending on a private sale or trade in. I am recommending that we surplus this vehicle, move the Dodge (116,883 miles) to a utility vehicle, and purchase a new command vehicle.
- E221 primer is broken and currently at Kootenai's shop for repair. While there, the will also replace the exhaust that has rotted out in several locations. We should have it back in service this week.
- Kevin Howard and I are working up an intergovernmental agreement for us to rent their office space. It appears that with utilities, we would be paying about \$600 a month for the use of the space. This would be a temporary Band-Aid to our administrative needs and truck storage. The commissioners should seriously contemplate asking the citizens for a bond measure to fulfill our capital improvement requirements.

#### **MKI Annual Budget:**

After twenty eight (28) hours of loading, crunching, and double checking numbers, I presented a proposed budget for approval to be published on August 11<sup>th</sup>. The ad for the budget was published in the Coeur d'Alene press and the budget made available for anyone to review at the station. We will also post the proposed budget on our website.



It appears that there are two points of contention in the proposed budget. First, I am requesting that we anticipate moving 200K from the LGIP account into retained earnings forward. Then use that money to purchase a new command vehicle (approx. 55K) with the remainder available for a water tender. As it sits today, I do not foresee IDL providing us a safety compliant water tender free of charge within the next twelve months. We may be able to find a suitable chassis from IDL and more than likely will have to go to bid to complete the project which costs money. You may choose to purchase several demo or used models available now or bid spec and brand new one, all these options will cost money. The beauty of this proposal is that if you don't use the money you are not out anything and it sits in the LGIP account accruing minimal interest. If you pull the trigger in October and use all the money proposed from savings, we still will have approximately 225K in savings/checking until taxes arrive in December, well within our means. However sitting on a large chunk of taxpayer cash without a plan is not palatable for most constituents. Either way, I do not see this agency getting something for nothing and we will have to use a portion or all of the allocated money.

Lastly, I am asking for a second time for the ability to hire a part time employee. Last budget cycle, my proposal was cut to \$10,000 for a part time person. This equates to approximately \$9.80 per hour, which no qualified individual was interested in and nearly the same starting wage at McDonalds. I am not asking for any financial support for benefits, PERSI, vacation days or the like, just the ability to have someone here an average of 19.5 hour per week or 1014 hours per year. 25K is under par for other part time individuals working the same proposal. I am looking for someone with fire command experience to cover when I am out, conduct fire and EMS training, be a certified Idaho Fire Code inspector, has experience with routine maintenance of apparatus, experience maintaining various fire equipment, and can intellectually represent the district at some meetings with the authority to make decisions.

Furthermore, you have been asking for more. More of everything administratively and operationally. Websites, social media, flyers, newsletters, public records requests, and events all take time to develop, organize, fulfill, and manage. Call volume is going up and ensuring appropriate actions are taken and resources are available eats up time. The day to day stuff we are required to do from statutes, ordinance, contracts, or the like is taking more time today than in the past. For the sake of argument, adding volunteers takes additional time to train, outfit, organize, coach, mentor, and supervise. Adding non-emergency personnel will accomplish some tasks, however here comes more time invested ensuring projects are completed timely, thoroughly, the proper resources are made available, and you still have to manage them because they will be representing the Fire District. Eager and energetic people are easy to manage. The ones that complain, don't show up, argue, refuse to comply, and the know-it-alls take lots of time. You get both when you add people.

As you can see from my opening paragraphs, I have logged significant additional hours this past three and half weeks. I have placed an exorbitant amount of extra time into this organization over the past four years and have no idea the number of excessive hours. What has been proposed is not a new program for this agency. The former fire chief was paid part time as the training officer under that full time chief. I cannot continue to spend extra time away from my family without additional qualified help. If you cut this program to the point that we cannot hire someone, a decision will have to be made

as to what to give up. We don't have to jump in and hire someone right away without having open and frank discussions. Additionally, you will have to agree on a job descriptions which will take time to develop. Please place serious consideration into allocating funding then have the discussion on whether to fill the positon.

Respectfully Submitted  
Chief Jason E. Blubaum