

MINUTES OF THE REGULAR MEETING OF THE WOOD RIVER FIRE PROTECTION DISTRICT

Call Meeting to Order: Commissioner Jay Bailet called the meeting of the Wood River Fire Protection District to order on October 18, 2023, at Wood River Fire District Station 3, 11053 State Hwy 75, Bellevue, Idaho at 2:56 PM.

Attendance: Commissioners Jay Bailet, Dennis Kavanagh, Steven Garman, Chief Ron Bateman, Operations Chief Bass Sears, Office Manager Stephanie Jaskowski

Open Session for Public Comments: None

Consent Agenda:

Action Item: Approve and Sign Meeting Minutes from the Commissioner Meeting on September 19th, 2023. **Commissioner Garman motioned to approve the minutes from September 19th, 2023, Commissioner Meeting, Commissioner Kavanagh seconded the motion. All Commissioners Garman, Kavanagh and Bailet are in favor, motion carried.**

Action Item: Approve and Sign September 2023 Payables. **Commissioner Garman motioned to approve and sign the September 2023 Payables; Commissioner Kavanagh seconded the motion. All Commissioners, Garman, Kavanagh and Bailet are in favor, motion carried.**

Chief Report:

ITEM: Rosenbauer Tender Purchase / Budgeting (Chief's Report)

DESCRIPTION: Per WRFR BoFC action at the September 19, 2023, meeting, I signed the purchase order for a new tender from Rosenbauer on September 27, 2023. I wanted to speak, briefly, about the financing for that tender, especially if payment extends beyond my tenure here.

Per our FY 2024 Capital Budget we will make a \$275,000 payment towards that apparatus this FY. This will leave \$187,342 (based upon \$462,342 purchase price) due upon receipt. The estimated delivery is 545 days from the signing of that document. This would mean we would look to take delivery in early April 2025.

Based upon far exceeding "Other Revenue" (Line Item 4200) in FY 2023, I believe that at some point this year we should amend the FY 2024 Budget and that an additional \$50,000 be transferred in anticipation of that upcoming payment. More on "Other Revenue": We had budgeted to receive \$110k and collected more than \$321k. Most of the additional revenue was in interest earned and sales tax share.

Going forward with a slightly different budget process (with the formation of a fire authority), we need to still account for our capital purchases. As it is our intention to keep Capital separate initially, we must plan for paying the remainder during FY 2025.

ACTION PROPOSED: I will come to the BoFCs with specific action later this FY. *Subject to any discussion, this is for information only.*

Commissioners held discussions with Ops Chief Sears on current status of the apparatus and order details processing, potential discounts for potential savings, manufacturing location.

ITEM: Consolidation Efforts (Chief's Report)

DESCRIPTION: A summary of various consolidation efforts:

BCAD w/ Wolpert and ESCI. We had a technical group meeting on Tuesday, October 10th and a steering group meeting on Wednesday, October 11th. Our next technical group meeting is scheduled for Monday, November 13th. I believe the next steering group meeting will be in January.

Most of the technical group meeting was a presentation of mapping that ESCI has developed thus far. They believe it's 60% done and hope to have it at 90% at our next meeting. Both the technical and steering groups had an attorney retained by the County from Hawley Troxell share thoughts on how this consolidation might be done. Simplifying, two paths – "consolidation" which will require a vote and "consolidation LIGHT" which can be done with a JPA and no vote. This is precisely what we presented in August at the Limelight Hotel. The attorney said there is no "fatal flaw."

Per the Idaho Mt. Express article: "Idaho law does not provide a mechanism to consolidate an ambulance district with a fire district...those, under statute, would remain separate and connected through a contract. In that scenario, though, there would only need to be one contract." I feel this statement is incredibly relevant.

On a slightly separate note, we have not received an EMSA agreement from the County as of October 17, 2023.

KFD / WRFR. Chief McLaughlin and I met on Friday, October 13th to specifically discuss the "big" parts of the JPA document itself including entities involved, term, intent, property, funding, equipment, and debt obligation. I've spent a lot of time this week working on that JPA. I hope my document can serve as the skeleton going forward.

Project groups have been formed. We are working on hammering out the group leaders and inviting folks from other agencies who may be interested. Additionally, Wolpert and ESCI asked about participating, too.

ACTION PROPOSED: *Subject to any discussion, this is for information only.*

Commissioner Baillet discussed the Steering Group meeting from his observations and awaits what they come up with and compatibility to the current accomplished directions. Chief Bateman discussed reporting mechanisms for the ESCI Consultants and the points they made as they develop strategies for their proposals. Ops Chief Sears clarified thoughts on staffing/apparatus needs and processes within the potential future systems that may be purposed based on current trends of in-service training, reporting, duties, expectations looking for opportunities for efficiencies.

Chief Bateman noted we now mark “back in service” within our district from the hospital at Greenhorn Bridge for accurate representation within district boundaries. He relayed his previous experiences with consolidation efforts, timing and perceived operational efficiencies opportunities with the group and he will support effective, efficient practical pathways to avoid delays. Ops Chief Sears was supportive, citing potential risks of sharing roles and responsibilities with the proper accreditations.

Commissioner Kavanagh expressed frustration with previous attempts at consolidations, studies and commends Chief Bateman for his efforts with this current effort.

Operations Chief Report:

We are operating!

- o 917 calls in 2023, 3.17 per day on average, 120% of three year moving average projects to ~1,172 calls in 2023. 87% of calls have been EMS.

ISRB

- o Site inspection happened 10/17/2023. It went well, we gave the inspector huge amount of data. We can expect our rating within 30 days. Future inspections may begin every 5 years rather than the historical 10-year pattern. We will attempt to make future inspections with record keeping go smoother.

Chief Bateman commended Chief Sears, Marshal Elle and the staff for their efforts updating record keeping for the inspection.

Vehicles

- o Truck 682
 - Back in district for ISRB inspection but will need to go back to Boise for further work (throttle, valves).
- o E651 / E652 / E672
 - All still have Boise trips in their future for various repairs that cannot be done in valley.
- o Hughes Fire
 - Have been pleased with their responsiveness and ability to handle a reasonable amount of repairs locally in the valley, while making clear when it’s best to take a rig to Boise for better / faster / less expensive repair work. It has not been the fastest process ever but they have been cycling engine after engine of ours through (while also working on the Tacoma) which is appreciated and have made short notice valley visits when needed to keep fleet running.

New Tender

- o Per board direction Chief Bateman signed contract with Rosenbauer for new 3,000 gallon tender.
- o A few minor change orders anticipated (horsepower increase, bumper lay size increase), will meet soon with the Rosenbauer rep to hammer out the rest of the details (we have 90 days from contract execution to get our full production package to the plant, but we have a production slot).
- o Apparatus Committee (DeMoe, Knox, Thum, Fields, York) have put a lot of time and effort into this tender spec, the Tacoma build, and future planning and deserve kudos as such.

Ops Chief Sears commended the Apparatus Committee: Cpt. DeMoe, Lt. Knox, FF Fields, FF Thum, POC FF York, they put a lot of time, work, and effort into this acquisition. He will continue working with these folks as we go forward obtaining this vehicle and other apparatus questions.

Ops Chief Sears feels confident this apparatus will benefit the consolidation entity.

Tech

- o Three new tablets purchased by the Ambulance District are now in service on the three ambulances, combined with the onboard Wi-Fi in those three apparatuses we now have faster, more reliable internet tools for report writing during incidents, looking up protocols, reading CAD updates etc.

MCI (Mass Casualty Incident)

- o Has been a point of focus during training the last 6 months, culminating in participating in the airport's triannual MCI drill (as required by FAA). Members performed well, systems and trainings we've built up over the last 6-9 months were stress tested and while there are always lessons to be learned I believe WRFR acquitted themselves well, and we had participation from KFD and SVFD which was a good addition to the drill.

o MCI bags have been equipped and assigned to all three ambulances (not on them but in their bays). Each bag will allow for initial triage and lifesaving treatment of 5 patients in a mass casualty situation, all three can cover 15 patients and KFD has three as well. Bags and equipment were provided through LEPC to our specs.

Open Burning

- o Starting 10/2/2023 we allowed open burning on a day-by-day basis (weather, crew strength, other day factors all play into whether burning is allowed or not on a given day). Shift officers have full discretion to allow or disallow burning on a given day.

o Burns outside of our usual permit guidelines (field / crop burning, large quantities of downed mature trees etc.) have been disallowed due to time and crew bandwidth that would have been required to manage those requests.

Fire Marshal Report:

48 new building applications have come in so far compared to 63 at this time last year. In addition, 6 Agricultural Building applications have been approved. 37 Final Fire Inspections have been completed for Certificate of Occupancy so far this year.

Our on-site ISRB Evaluation is either completed or still in progress as of today's Board meeting. Everyone on the entire Wood River Fire and Rescue roster has helped us reach this point. I can't say enough about how much this team has been helpful in getting all the water supply system testing and other tests done to be ready for the field visit from ISRB.

On October 24th, I will begin medical leave to get a bad knee fixed. While I'm out of the office, I will still be able to answer phone calls, check emails, and do plan checks. The Blaine County Building Official will be helping me out by doing any Final Fire Inspections while I'm recovering.

I anticipate that next year's building season will be a bit busier than this year's based on some of the previews I've done. As is always the case, Final Fire Inspections will be hectic right before the Thanksgiving holiday weekend and right before the Christmas holiday season. Many people who are having new homes built want to spend the holidays in their new homes making for a scramble by the contractors to get the new homes finished.

As always, I strive to do the best I can to assist our taxpayers in learning about fire safety and why we have the Ordinances that we do. As consolidation moves forward, I hope to be working on a common set of regulations for both the County and the City's in the future.

Commissioner Bailet mentioned he stopped by Station 1 to thank Marshal Elle in person for his hard work and extra effort preparing for the ISRB inspection.

Old Business: None

New Business:

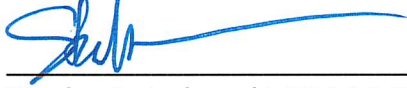
Office Manager Jaskowski confirmed Commissioners Garman and Kavanagh have no contenders for their upcoming 4-year terms beginning January 2024.

Any Other Business: None

Adjourn: Commissioner Garman motioned to adjourn the regular meeting and Commissioner Kavanagh seconded the motion for Adjournment at 3:28 pm. Roll Call Vote, Commissioners Bailet, Garman and Kavanagh voted all in favor, motion carried, meeting adjourned.

Meeting Adjourned.

Attest:



Stephanie Jaskowski, District Clerk

APPROVED:



Jay Bailet, Chairman



Steven Garman, Commissioner



Dennis Kavanagh, Commissioner

Date: 11/15/23

WOOD RIVER FIRE & RESCUE

11/2/2023 10:42 AM

Register: 1100 · Cash & Cash Equivalents:1100.1 · Mtn West Checking

From 10/01/2023 through 10/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
10/01/2023	25584	BIG WOOD FITNESS	2200 · Accounts Payable		375.00		40,561.66
10/01/2023	25585	BLUE CROSS OF I...	2200 · Accounts Payable		18,986.91		21,574.75
10/01/2023	25586	DELTA DENTAL	2200 · Accounts Payable		1,385.78		20,188.97
10/01/2023	25587	NCPERS GROUP LI...	2200 · Accounts Payable		256.00		19,932.97
10/01/2023	25588	PICABO TOWER L...	2200 · Accounts Payable		900.00		19,032.97
10/02/2023			1100 · Cash & Cash E...	Funds Transfer...		75,000.00	94,032.97
10/03/2023			-split-	Deposit		48.10	94,081.07
10/03/2023			-split-	Deposit		1,411.80	95,492.87
10/03/2023	25605	SATELLITE PHON...	2200 · Accounts Payable		67.19		95,425.68
10/04/2023	AutoPay3	IDAHO POWER	E · ADMINISTRATIO...		368.53		95,057.15
10/05/2023	BASE	PERSI	-split-	M040	12,912.66		82,144.49
10/05/2023	CHOICE	PERSI	2400 · Payroll Liabiliti...	M040	3,859.34		78,285.15
10/05/2023	E-pay	UNITED STATES T...	-split-	82-0397612 Q...	14,894.44		63,390.71
10/05/2023			1100 · Cash & Cash E...	Funds Transfer...	34,317.10		29,073.61
10/05/2023			1100 · Cash & Cash E...	Funds Transfer ...	6,600.65		22,472.96
10/07/2023	ACH	FIRST BANKCARD	2200 · Accounts Payable		4,856.60		17,616.36
10/10/2023	AutoPay1	CENTURY LINK	E · ADMINISTRATIO...	Station 1	234.75		17,381.61
10/11/2023			12000 · Undeposited F...	Deposit		130,217.50	147,599.11
10/11/2023	ACH	CITY OF HAILEY / ...	2200 · Accounts Payable		155.99		147,443.12
10/11/2023	ACH	CITY OF HAILEY / ...	2200 · Accounts Payable		45.82		147,397.30
10/11/2023	25607	AMAZON.COM	2200 · Accounts Payable		6,040.08		141,357.22
10/11/2023	25608	ATKINSON'S MAR...	2200 · Accounts Payable		44.59		141,312.63
10/11/2023	25609	CHRIS.ROBINSON	2200 · Accounts Payable		23.31		141,289.32
10/11/2023	25610	CLEAR CREEK DIS...	2200 · Accounts Payable		30.00		141,259.32
10/11/2023	25611	COX COMMUNICA...	2200 · Accounts Payable		241.79		141,017.53
10/11/2023	25612	ES CHAT	2200 · Accounts Payable		114.25		140,903.28
10/11/2023	25613	EXPRESS PUBLIS...	2200 · Accounts Payable		497.68		140,405.60
10/11/2023	25614	FIRSTNET	2200 · Accounts Payable	287320825102	124.61		140,280.99
10/11/2023	25615	INTEGRATED TEC...	2200 · Accounts Payable		1,697.00		138,583.99
10/11/2023	25616	INTERMOUNTAIN ...	2200 · Accounts Payable		85.00		138,498.99
10/11/2023	25617	O'REILLY AUTO P...	2200 · Accounts Payable		62.68		138,436.31
10/11/2023	25618	POWER SYSTEMS ...	2200 · Accounts Payable		549.97		137,886.34
10/11/2023	25619	RUNE.HAAVIK	2200 · Accounts Payable		369.71		137,516.63
10/11/2023	25620	WSCFF EMPLOYE...	2200 · Accounts Payable		550.00		136,966.63
10/12/2023	25621	CECILY.MOORE	2200 · Accounts Payable		48.99		136,917.64
10/13/2023			-split-	Deposit		12,464.46	149,382.10
10/13/2023	AutoPay3	INTERMOUNTAIN ...	E · ADMINISTRATIO...		61.35		149,320.75
10/16/2023	AutoPay1	INTERMOUNTAIN ...	E · ADMINISTRATIO...		26.27		149,294.48
10/16/2023	AutoPay2	INTERMOUNTAIN ...	E · ADMINISTRATIO...		20.85		149,273.63
10/17/2023			12000 · Undeposited F...	Deposit		50.00	149,323.63

WOOD RIVER FIRE & RESCUE

11/2/2023 10:42 AM

Register: 1100 · Cash & Cash Equivalents:1100.1 · Mtn West Checking

From 10/01/2023 through 10/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
10/19/2023			-split-	Deposit		48.10	149,371.73
10/19/2023	BASE	PERSI	-split-	M040	14,143.37		135,228.36
10/19/2023	CHOICE	PERSI	2400 · Payroll Liabiliti...	M040	3,921.77		131,306.59
10/19/2023	E-pay	UNITED STATES T...	-split-	82-0397612 Q...	15,977.38		115,329.21
10/19/2023	25622	WR FIRE FIGHTER...	2400 · Payroll Liabiliti...		945.84		114,383.37
10/19/2023	25623	AIRGAS USA, LLC.	2200 · Accounts Payable		188.18		114,195.19
10/19/2023	25624	AMAZON.COM	2200 · Accounts Payable		189.17		114,006.02
10/19/2023	25625	BLAINE COUNTY	2200 · Accounts Payable		29,280.84		84,725.18
10/19/2023	25626	C3 INTEGRATED S...	2200 · Accounts Payable		484.00		84,241.18
10/19/2023	25627	HUGHES FIRE EQ...	2200 · Accounts Payable		1,201.20		83,039.98
10/19/2023	25628	INTEGRATED TEC...	2200 · Accounts Payable		227.36		82,812.62
10/19/2023	25629	MCKESSON	2200 · Accounts Payable		77.11		82,735.51
10/19/2023	25630	ST LUKE'S MEDIC...	2200 · Accounts Payable		368.86		82,366.65
10/19/2023	25631	UNITED OIL (Christ...	2200 · Accounts Payable		604.40		81,762.25
10/19/2023	25632	WEIDNER FIRE, IN...	2200 · Accounts Payable		1,820.00		79,942.25
10/19/2023			1100 · Cash & Cash E...	Funds Transfer...	35,763.09		44,179.16
10/19/2023			1100 · Cash & Cash E...	Funds Transfer...	8,157.80		36,021.36
10/24/2023			-split-	Deposit		48.10	36,069.46
10/26/2023	AutoPay1	IDAHO POWER	E · ADMINISTRATIO...		277.56		35,791.90
10/26/2023	AutoPay2	IDAHO POWER	E · ADMINISTRATIO...		69.00		35,722.90
10/30/2023			12000 · Undeposited F...	Deposit		50.00	35,772.90
10/30/2023	ACH	STATE TAX COM...	2400 · Payroll Liabilities	000230196	4,330.00		31,442.90
10/30/2023			1100 · Cash & Cash E...	Funds Transfer....		125,000.00	156,442.90
10/31/2023	AutoPay4	IDAHO POWER	E · ADMINISTRATIO...		285.56		156,157.34

Wood River Fire & Rescue – Accounts Payable Report
Register: Mountain West Operations Checking Account & Current Assets
From: 10/1/2023 to 10/31/2023:

Oct 31, 23

ASSETS

Current Assets

Checking/Savings

1100 · Cash & Cash Equivalents

1100.1 · Mtn West Checking

1100.11 · Mtn West Sweep 100,627.91

1100.1 · Mtn West Checking - Other 55,529.43

Total 1100.1 · Mtn West Checking 156,157.34

1100.2 · Mtn West Capital Checking 6,013.25

1100.3 · LGIP - Operations 1,805,939.06

1100.33 · LGIP - Capital Funds 623,081.61

1100.4 · Petty Cash 80.00

Total 1100 · Cash & Cash Equivalents 2,591,271.26

Total Checking/Savings 2,591,271.26

Accounts Receivable

1150 · Accounts Receivable

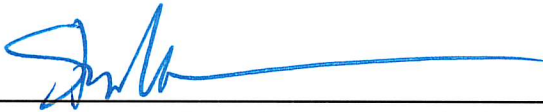
1151 · Accounts Receivable, net 6,486.85

1152 · Property Taxes Receivable 23,868.63

Total 1150 · Accounts Receivable 30,355.48

Total Accounts Receivable 30,355.48

Total Current Assets 2,621,626.74



Stephanie Jaskowski, District Clerk

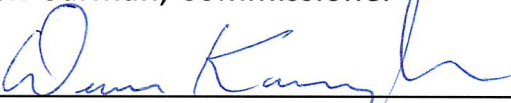
APPROVED:



Jay Bailet, Commissioner



Steven Garman, Commissioner



Dennis Kavanagh, Commissioner

DATE: 11/15/2023