

**Regular Meeting of the North Blaine County Fire District in the
Council Chambers – 81 Elkhorn Road, Sun Valley, ID
May 10th, 2023, at 10:00 AM.**

Chairman Gray - Present in Person
Commissioner Michael – Present in Person
Commissioner Engelmann – Present in Person

1. Call to Order.

Commissioner Gray called the meeting to order at 10 a.m.

2. Public Comment.

None.

3. Approval of the May 2023 Claims*.

We are over on a few line items, currently \$33,000 over for Greenhorn, but we are still under our overall budget for the entire fiscal year.

MOTION:

Commissioner Michael moved to approve the May 2023 claims; seconded by Commissioner Engelmann. A roll call vote was taken.

AYES: Chairman Gray, Commissioner Michael, Commissioner Engelmann

NAYS: None

4. Approval of the April 19, 2023, Regular Meeting Minutes*.

MOTION:

Commissioner Michael moved to approve the April 19, 2023, Regular Meeting Minutes; seconded by Chairman Gray. A roll call vote was taken.

AYES: Chairman Gray, Commissioner Michael, Commissioner Engelmann

NAYS: None

5. Report: Monthly Update – North Blaine County Fire District Chief, Rich Bauer.

It's great to see that we have a full house here today. One of our live-ins, Marshall Mabley, has completed his engineer training and is now certified to operate our District and Sun Valley apparatus, and Sarah Driggs, a Greenhorn Live-In and full time SVFD duty staff member, is starting her paramedic program today. The whole program is about 2 years, with mostly remote training through NEMTC, and then two weeks of in person training in Massachusetts, before approximately one month of riding with an ambulance service.

The County has scheduled an EMS/Fire Consolidation Kickoff Meeting for May 22nd at 10 am. They have hired a project manager, Hillary Fletcher from a company called Woolpert. Their subsidiary the County is working with is Jayviation, which specializes in projects that work with aviation facilities.

The Idaho Fire Chiefs Association meeting will take place at Sun Valley Resort this month, and we are looking forward to it. There will be some great learning and networking opportunities.

Commissioner Michael asked if there have been communications between the District/SVFD and KFD. Chief Bauer answered that he and Chief Robrahn have met with Chiefs Bateman and McLaughlin for lunch a couple times and some conversations have been had. In a way the communications have improved, because these lunch meetings are something that hasn't happened before, and there is good communications on calls and responses. There are also several meetings that all of the chiefs attend each month.

There is a first budget hearing on May 30th for the Ambulance District, where they will hear statements from all the current contract holders. The AD has indicated that they will not be increasing contracted amounts this next fiscal year. Chairman Gray added that the District does not have a contract, and since AD already has their plan for next year, it is not worth us trying to get a contract for the coming year. Once we have additional housing units in place, it will provide more reason for having staff and an ambulance out of Greenhorn, and improved reasoning for the District to have a contract with the AD.

[6. Report: Monthly Update – Sun Valley Fire Chief, Taan Robrahn.](#)

It's great to see everybody here. One thing that the department focused on since the last meeting was using an acquired structure that all fire departments in Blaine County were able to train on for about 10 days. Ricky Williams, Nate Galpin, and Mat Hall organized most of the training for this. It's a great training opportunity as it is the most realistic training that our firefighters do. Commissioner Michael asked about getting photos and videos of these trainings, so she and the public can better understand what the firefighters are doing. Chief Robrahn is happy to send over some of the videos and photos we have; we post a lot of this content on our Instagram page. Chairman Gray asked if these are live fire trainings, and Chief said that no it was not. We do some live fire training, but it requires a lot of time to prep because of all the permitting that is required ahead of the fire, and often we do not get that much time with these acquired structures. This structure was found through Mat Hall, one of our on-call firefighters.

Sarah Driggs is just starting her paramedic school program, and Katelyn Berman just got back from her 2 week boot camp in Massachusetts, and will soon go to her one month in person on the job training at a hospital in Mountain Home.

Commissioner Michael asked about some power lines that are getting put underground at Hulen Meadows, and she would like to talk to the Chiefs about this.

[7. Discussion and possible approval of Resolution 2023-01 – Updated District Fee Schedule*.](#)

This updated Fee Schedule covers services such as Sprinkler Inspections, Burn Permits, Tent Inspections, etc. The fee schedule has not been updated since the District partnered with Sun Valley. These new prices are in line with the new fee schedule that Wood River Fire and Rescue just passed. Different inspections take different amounts of times, which is why the fees are different rates. For Sprinkler Inspections, you go out to the property multiple times at different stages of installation. That's the most involved inspection that Chief Bauer does. Personnel request door to door charging includes traveling time.

MOTION:

Commissioner Engelmann moved to approve Resolution 2023-01, establishing the fees and charges for the North Blaine County Fire District; seconded by Commissioner Michael. A roll call vote was taken.

AYES: Chairman Gray, Commissioner Michael, Commissioner Engelmann

NAYS: None

8. Updates, discussion, and possible action regarding Greenhorn Housing Project*.

Chief Bauer says that last Friday was a pretty great day. Sally Gillespie of the Spur Foundation hand delivered a check of over \$900,000 in funds we raised in partnership with the Spur Foundation.

The City has approved and signed a contract with the County for the \$350,000 of ARPA funds. Contracts were reviewed at a County Commissioners meeting last week, and there was some talk about reserving some of the units for other first responders. Terms of our contracted lease with ITD were explained, as well as how important it is to have SVFD/NCBCFD firefighters in these units. Chief Robrahn would like to give a big thank you to Commissioner Michael, City Administrator Jim Keating, and the mayor for all of the work they put into this contract, and the research that they did for it. Commissioner Gray commented that at that same meeting this contract was approved, Mayor Henricks noted that the City of Sun Valley is working on additional housing initiatives that will be open to other residents of the valley, not just firefighters.

Chief Bauer has more good news; the Greenhorn Project is officially funded at this point, and we are aggregating all funds to the City's LGIP account dedicated to project related expenditures. We have \$2.7 million in the bank as of right now. The District transferred \$262K to the account after spending some funds on housing project costs, the City of Sun Valley has contributed \$300K, \$900K came in through the Spur Foundation, and \$350K from ARPA Grants. We are very excited that this project is happening and moving forward. Chairman Gray commented that he was very excited to drive by Greenhorn and see that red flags and posts were placed on the property, signaling the start of work. Chief Bauer said we have signed contracts with contractors such as Lunceford and Merrick to work on our infrastructure.

Commissioner Michael would like to commend the Chiefs and Jim for all of their work and getting bids and contracts from contractors. They were able to lower the infrastructure costs of the project by over \$1 million by not taking the initial bid that was received.

Chairman Gray would like to have as many people as possible at Greenhorn on the day that they break ground, get some pictures, and do a press release. This will be a great time to go back to 2022 contributors and ask for matching 2023 funds. Commissioner Michael mentioned that the press did not pick up her release about the grant from the Wood River Women's Foundation. Maybe if a few of them can go to the groundbreaking, we can do a re-release.

Commissioner Michael will be going to Jackson Hole tomorrow, and would like to stop by the units again on the way to look at their progress.

We have a new proposed contract with the Spur Foundation. Chairman Gray only comment is on item 1.9 of the contract. It mentions releasing money raised in quarterly disbursements. Do we want to request more frequent disbursements, do we need this money right now? Jim Keating, City Administrator for the City of Sun Valley, says that getting money faster is always better, but he does think that a quarterly disbursement should be ok from a cash flow point of view. We have about \$2.7 million in the LGIP account on the moment, and expect to be spending a lot of money soon as infrastructure work starts and we get ready to order our next set of units. If we wanted to, we could add in a line that states that the commissioner could request additional allocations upon request, if there is a certain amount or more in the account. Chairman Gray comments that the last contract already ended on April 30, and once signed, this new contract retroactively begins May 1, going through December 31, 2023. The Commissioners and Jim discuss the different options, and decide that the contract is acceptable as is. If a change in the contract is needed, we can approach the Spur Foundation about it then.

MOTION:

Commissioner Michael moved to approve The Grant Agreement with the Spur Community Foundation to assist with the collection of non tax-deductible donations for the Greenhorn Fire Station, seconded by Commissioner Engelmann. A roll call vote was taken.

AYES: Chairman Gray, Commissioner Michael, Commissioner Engelmann

NAYS: None

Commissioner Engelmann asked what the estimated completion date is for the first four units. Chief Robrahn answered that the current estimated delivery date for the units would be September. Those four units will be livable for residents. We will wait on paving the road until the spring, after the next set of units is placed. We don't want to pave now and then have the crane do damage when bringing in the next set of units in the spring. Commissioner Michael asked if we expect the infrastructure to take until September, and Chief Robrahn answered that being flexible with the timelines is how we were able to get our contracts and save a lot of money, but at the same time contractors like Lunceford are very excited about the project and want to get it done as soon as they can.

[9. Discussion and possible action regarding possible amendments to the FY 2023 Budget*.](#)

Jocelin Gardner, Administrative Assistant for the District, explained that because of the way we decided to distribute funds from our Greenhorn line 10-425-631, we will be approximately \$68,000 over budget on that line for the fiscal year. Chief Bauer and Jocelin predict that the District will still be at or under the overall budget for the year even with going over this line significantly. In the coming months, if we start to think we will be going over our overall budget for the year, the Commissioners may need to consider a budget amendment at the end of the fiscal year. If we are not going to go over the overall budget, a budget amendment would not be necessary to amend the one line.

Chief Bauer adds that this conversation is more to inform the Commissioners of possible action that may need to be taken eventually. While we are over on a few line items at this point, we do predict that we are still on track with the budget overall.

10. Discussion regarding FY 2024 Budget.

Chief Bauer presents the draft budget for next fiscal year. Salary and wages have not been updated from this current fiscal year as we are waiting for guidance from the Mayor and City Council from the City. This will most likely change.

We have suggested a modest increases in funding for fuel, snow removal, and utilities.

When the City partnered with the District, it was decided to repave the Greenhorn and Griffin Butte Fire Stations. We did Griffin Butte for about \$47K, but held off on Greenhorn since we knew we would have heavy equipment out there when we did this housing project. Chief Bauer would like to re-suggest following through with this paving in the spring, and do it at the same time as we pave for putting in the new units next spring. The estimated cost is that this would be approximately \$70K. He had mentioned in the past couple of meetings possibly getting a new pickup truck for the District. He would suggest paving instead, at the same estimated cost as the truck, as he thinks that the paving should be the priority. We would put this as a separate capital line item from the Greenhorn Housing Project. Chief Robrahn mentioned that if all the paving is done at once, there will be no seams, creating an overall better paved area. The Commissioners all like the idea of the paving rather than the plow. Commissioner Engelmann mentions that using a plow on a truck can be really hard on a truck, and lead to costly repairs. Both Chiefs mention that the truck would also be used as a first response vehicle, not solely for snow removal at the stations. It would not be the primary snow removal vehicle at the stations.

Jocelin explains that at this time we have our bi-annual debt service for the Greenhorn Housing Lease included in our New Greenhorn Housing line item 10-425-631. Should we separate this into its own line under Capital Expenses? Additionally, does the District plan to allocate more funds to the project next fiscal year, separate from the debt service? Chairman Gray and Commissioner Michael ask Administrator Keating how the City has the funds listed on their budget, and he answered that they have it listed as its own debt service line.

Since all Greenhorn related expenses will be paid using the City's LGIP account, Commissioner Michael asked if we do not need to allocate funds for the project from the District for Fiscal Year 2024? Jim answered that he does not think the District needs to budget funds for next year, especially if Spur-raised funds get sent to the City's LGIP account. A contingency line could be added.

Commissioner Engelmann asked about current interest people have shown about moving into the units, and revenue we might expect to get from them. Chief Bauer answered that we are not ready to predict revenues from the units, as we do not necessarily know what the occupancy rate will be right away.

Commissioner Michael asks if that debt service line is supposed to be in Operational or Capital expenses, and Jim responds that it would be Operational. The debt service for our new Engine 3 can also have its own line item, as well as the planned paving.

Jocelin will make the adjustments on the budget and we will present the adjusted one next meeting.

The Commissioners asked about what our revenues are looking like for this year, and predictions for next year. Chief Bauer and Jocelin will have those for the next meeting.

11. Discussion: Old Business.

None.

12. Public Comment.

None.

13. Adjournment*.

MOTION

Commissioner Michael moved to adjourn the meeting; seconded by Commissioner Engelmann.

A roll call vote was taken.

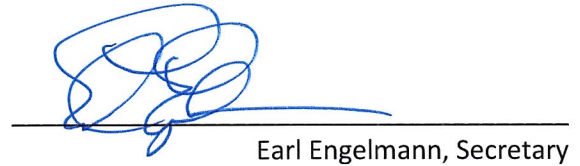
AYES: Chairman Gray, Commissioner Michael, Commissioner Engelmann.

NAYS: None.

Chairman Gray declared the meeting adjourned at 11:08 a.m.



Jed Gray, Chairman



Earl Engelmann, Secretary