

**Regular Meeting of the North Blaine County Fire District in the
Council Chambers – 81 Elkhorn Road, Sun Valley, ID
January 11th, 2023, at 10:00 AM.**

Chairman Gray – Remote – Present via phone.

Commissioner Michael – Present in person

Commissioner Engelmann – Remote – present via phone.

1. Call to Order.

Commissioner Gray called the meeting to order at 10:02 a.m. Commissioner Sarah Michael was named as Chair for today's meeting.

2. Public Comment.

None.

3. Presentation of the Fiscal Year 2022 Audit – Brady Workman, Workman & Company*.

Brady Workman is present to present the audit of the North Blaine County Fire District that his company recently completed. Just a quick reminder that the District is run on a cash basis it reports the way cash comes in and is spent. This is the way that the budget for the NBCFD works. The District has been given an unmodified audit, the highest form of audit. Workman & Company has reviewed all of the District's financial records of FY 2022. Looking at page 9 of the report, \$609,000 was spent last year of the \$650,000 that had been budgeted, so the District spent less than they budgeted for. The District also received more than they budgeted for, and the overall fund balance increased by \$37,000, leaving \$1.2 million in the account at the end of the year, which is a little more than usual. This is a good report overall.

Acting Chairman Michael commented that, as in the past, the audit mentions that the District lacks financial segregation of duties. She says District finds that they do have internal checks from the Commissioners, who review the claims before payment each month, and they do not find it necessary to hire additional staff to increase segregation of duties. Brady commented that this is a very common comment that the auditors make, especially with smaller organizations. Showing approval of all claims as the District does shows oversight by the Commissioners and protects Jocelin and the District.

Acting Chair Michael commented on the report's note that mentions that because the District is run on a cash basis, our assets, such as our new \$714,000 fire engine, are not reflected. Brady responded that the cash basis method of accounting does lack the acknowledgment of equipment and assets. That is why the fire engine and our annual payment for it is mentioned in the audit report. According to Brady, most other fire districts and highway districts also role on a cash basis.

Acting Chair Michael asked Chief Bauer if we have been taking equipment depreciation into consideration of our budget and setting money aside for new equipment. Chief Bauer answered no, but it is something we could consider starting.

The Commissioners thanked Brady for his time and work on this audit.

MOTION:

Commissioner Gray moved to accept the audit as presented by Brady Workman; seconded by Commissioner Michael.

Vote: Motion carried 3-0.

AYES: Chairman Jed Gray, Acting Chair Sarah Michael, Commissioner Earl Engelmann

NAYS: None

4. Approval of the January 2023 Claims*.

Jocelin did a quick review of the January 2023 claims, as they are higher than typical this month. The District is paying its bi-annual payment to the City of Sun Valley for its portion of staff salary and benefit costs. Other expenses were a few memberships and subscriptions to renew, high utility costs due to a very cold December, a few beacons for avalanche rescue packs, snow removal services for all of the snow we have been getting, and updating decals on a couple of District engines. Most of these costs were one time, annual, or bi-annual expenses.

MOTION:

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

AYES: Chairman Gray, Acting Chair Michael, Commissioner Engelmann

NAYS: None

5. Approval of the December 14, 2022, Regular Meeting Minutes*.

MOTION:

Commissioner Gray moved to approve the December 11, 2022, Regular Meeting Minutes; seconded by Commissioner Engelmann. A roll call vote was taken.

AYES: Acting Chair Michael, Commissioner Engelmann, Commissioner Gray

NAYS: None

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

Our crew responded to a fire alarm activated by Sentinel on Old Sage Road in Golden Eagle on the afternoon of December 18th. Engine 3 responded from Greenhorn Station, found smoke upon arrival, and upgraded the call to a structure fire. They found the fire in the cold roof above the master bathroom, and crews did an excellent job of responding and attacking the fire quickly, in cold and difficult to work in conditions. It is estimated that approximately 75%, if not more, of the structure was saved. Chief Robrahn added that fires in the cold roof of a building can be very destructive as they are hard to track down, but our team did a great job using knowledge from past fires and implementing new techniques we have been practicing in training. We are very thankful for our team's level of expertise and the response that we had from Ketchum Fire, Wood River Fire, and Hailey Fire. Our new engine was put to good use on this fire and has been performing well. The Commissioners were happy to hear that there was a good response level on the fire and that all of the agencies worked so well together.

Our Commissioners are all invited to the next meeting of the Blaine County Ambulance District strategic plan on Monday January 23 at 9:30 am. Chairman Gray and Commissioner Engelmann should be able to

attend. The main topic will be Fire and EMS consolidation. They will be posting an agenda that Chief Bauer will forward to the Commissioners. Chairman Gray would like to know if this will be a continuation of the same conversation, with the District mentioning our concerned citizens mid-valley that want better service. Chief Bauer answered that it would certainly be good to remind the ambulance district of these concerns, and of Greenhorn Station being in a strategic location that can be of great help to the Ambulance District. The Ambulance District is concerned about cost savings, as their current contracts granted for fiscal year 2023 are not sustainable. Sun Valley Fire does officially have a contract with the ambulance district for \$150K for this year. Blaine County Commissioner Angenie McCleary is now the lead for the Ambulance District. The County is beginning to encourage consolidation of the fire and EMS services.

Chief Bauer would like to present the idea of the District's next capital purchase being a pickup truck that can be loaded with a snow plow. This can be used as a support vehicle, responding to non-transport EMS call responses from Greenhorn Station. We expect to go over budget with snow removal costs this year, and having our own truck with a plow could help to curtail these costs in the future. It will be good to assist with the snow removal at the station, as well as uncovering cisterns located in the District. Homeowners are responsible for maintaining the cisterns on their properties, but many over them are completely covered at this time, partially due to the snow removal companies being overwhelmed with the amount of snow we have been getting. The truck could be used at both Greenhorn and Griffin Butte Stations and even have uses for wildland and structure fire responses.

Chairman Gray asked Chief Bauer to put together a general budget for this for next months meeting, to give the Commissioners a rough idea of the costs.

7. Report: Monthly Update – Sun Valley Fire Chief, Taan Robrahn.

Chief Robrahn would like to note that Walt Femling was recognized at the last City Council meeting, as that was his final meeting with the City as City Administrator. He is being retained as a contractor for the City for projects such as the Greenhorn Housing project, Festival Meadows, and the Ambulance District. Jim Keating has been appointed as the next City Administrator, starting Feb 1. He was previously the director of the BCRD, and is well established in the community. Many people have said that Jim is a great hire for the City, and we are excited to have him join us.

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

Chief Robrahn and Mike Matthias have a meeting with Jacobs Engineering, who have been helping to compile all bid documents for the project. We are now shooting to open the bidding in mid-February, hopefully awarding the bid in March, with a to be determined groundbreaking start point.

Chief Robrahn spoke with ZipKit yesterday; the Chiefs will likely be going to look at the units in early February. They will review what has completed on the units and discuss finishes on the inside and outsides of the units. The District and City will soon need to look at where we are at financially and discuss when we would like to get started on the next four units. We want to be able to stay on their schedule.

Commissioner Engelmann asked if we have gotten more interest from contractors. Chief Robrahn answered that there has been some interest from local companies, but we have not quite gotten the bid documents out yet. Commissioner Engelmann says that he still thinks it was a good decision to delay the

project from last fall to the spring. Chief Robrahn agrees; the cost would have been increased greatly if crews were trying to work in all of the snow.

Acting Chair Michael gave an update on our fundraising efforts. As of January 5th, we have raised \$868K though Spur. Our goal is \$2.4 million, and we have \$1.5 million to go. We did well with our fall campaign mailer, and many thanks are due to Chairman Gray and Commissioner Engelmann for all of their work on this, as they helped to bring in a lot of this money. Acting Chair Michael would like the board's approval to apply for a grant with the Wood River Women's Foundation. We can apply for up to \$20K, and even if we don't get the money, we would present the project to a board and the people present could make a donation from their own foundations or pocketbooks. Groups like this want a concrete idea of what is being presented, such as a landscape plan for example. When they drive by, they can claim responsibility for getting those trees planted. Chief Robrahn can send Acting Chair Michael the current draft of the landscaping plans, which are still just proposals. Chief Robrahn suggested that we could also present the concept of a community area to the Foundation, such as a BBQ, pergola, etc, giving the residents a place to congregate and decompress as a group. The Commissioner like this idea. Acting Chair Michael will work with Mary on crafting the message we would present, and will probably also include some of our latest FF stories.

Jocelin asked the Commissioners to review the Idaho Power Proposal for putting in the power infrastructure at Greenhorn.

MOTION:

Acting Chair Michael moved to accept Idaho Power's Customer Quote for power for the new Greenhorn Housing Project for \$19,439; seconded by Chairman Gray.

A roll call vote was taken.

AYES: Chairman Gray, Commissioner Michael, Commissioner Engelmann

NAYS: None.

[9. Discussion: Old Business.](#)

None.

[10. Public Comment.](#)

None.

[11. Adjournment*.](#)

MOTION

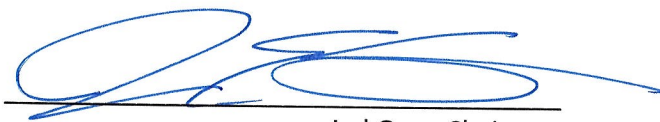
Commissioner Engelmann moved to adjourn the meeting; seconded by Commissioner Gray.

A roll call vote was taken.

AYES: Chairman Gray, Commissioner Michael, Commissioner Engelmann

NAYS: None.

Acting Chair Michael declared the meeting adjourned at 10:51 a.m.



Jed Gray, Chairman



Sarah Michael, Treasurer