

KETCHUM RURAL FIRE PROTECTION DISTRICT

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James E. Gray

Chairman

Earl Engelmann

Secretary

Sarah Michael

Treasurer

Rich Bauer

Fire Chief

Regular Meeting of the Ketchum Rural Fire Protection District January 13, 2021 Meeting Minutes

Present: Chairman – James E. Gray
Treasurer – Sarah Michael (via telephone)
Secretary - Earl Engelmann
Sun Valley Fire Chief – Taan Robrahn
Ketchum Rural Fire District Chief – Rich Bauer
Administrative Assistant – Trish Smith
Public

CALL TO ORDER.

Chairman Gray called the meeting to order at 10:01 AM.

Chairman Gray announced we have closed the loan with Zions Bank, and are in line with the manufacturer for production of the new pumper tender.

PUBLIC COMMENT

Richard Canfield congratulated Ketchum Rural Fire District on the new pumper tender. He questioned putting the meeting packet online, which was discussed a few meetings ago. There was a discussion of what exact materials of the packet should be listed on our website, which has not been finalized. We will revisit that topic. Commissioner Michael volunteered to create a list of documents for our next meeting.

Chairman Gray closed the public comment.

PUBLIC HEARING:

Chairman Gray opened the public hearing.

Chairman Gray opened public comment.

None.

MOTION

Commissioner Engelmann moved to approve Resolution 2021-01 to change the name of Ketchum Rural Fire Protection District to North Blaine County Fire District; seconded by Commissioner Michael. A roll call vote was taken.

AYES: Commissioner Engelmann
 Commissioner Michael
 Chairman Gray

NAYS: None.

Chairman Gray declared the motion carried.

Chairman Gray closed public comment.

Chairman Gray closed the public hearing.

APPROVAL OF THE DECEMBER 2020 CLAIMS

Commissioner Michael questioned the travel charge associated with the invoice from Larsen Fire Apparatus and requested an explanation. Trish stated this company is located in Utah. They travel to Idaho to perform the testing of the pumps on our apparatuses.

Commissioner Michael also questioned the invoice from Lawson Laski Clark, PLLC which had a charge for an opinion letter from DL Evans Bank, and an additional charge to review the district housing policy. Trish explained that DL Evans Bank is one of the 4 financial institutions we requested quotes from for the financing of the apparatus. An attorney opinion letter is a requirement when financing, in this case however, DL Evans Bank required the opinion letter prior to furnishing their proposal. Once the commission awarded the financing to Zions Bank, our attorney simply needed to change the name and date of the opinion letter. Chairman Gray stated while the attorney letter was not expected, it was necessary. Chief Bauer stated that he and Trish had been working on updating our housing policy. With the uniqueness of the on-call fire fighter housing we have at our stations, and landlord tenant law, we wondered if our policy should be landlord/tenant based, or employee housing based. We sent a letter to Ed Lawson asking a few questions. We did not expect the charge to be this high. Chairman Gray recalls

talk of needing to update those policies that have not been updated in many years.

MOTION

Commissioner Michael moved to approve the December 2020 Claims; seconded by Commissioner Engelmann. A roll call vote was taken.

AYES: Commissioner Engelmann
 Commissioner Michael
 Chairman Gray

NAYS: None.

Chairman Gray declared the motion carried.

Commissioner Michael's signature approved via telephone for the record.

DISCUSSION AND POSSIBLE APPROVAL OF THE DECEMBER 09, 2020 SPECIAL MEETING MINUTES

A discussion occurred as to whether to include a letter from Chief Bateman of Wood River Fire & Rescue that was hand delivered at our last meeting, but not read into the record. Commissioner Michael requested the letter be stricken from the minutes. It was decided to remove the letter from the minutes, since the letter is electronically filed on our system, and can be accessed through a public records request if anyone wants to view the letter.

MOTION

Commissioner Engelmann moved to approve the December 9, 2020 Special Meeting Minutes excluding the letter by Chief Bateman; seconded by Commissioner Michael. A roll call vote was taken.

AYES: Commissioner Engelmann
 Commissioner Michael
 Chairman Gray

NAYS: None.

Chairman Gray declared the motion carried.

DISCUSSION AND POSSIBLE ACTION REGARDING LIVE MEETING OPTIONS

A memorandum to Walt Femling from Nancy Flannigan regarding options and costs was distributed to the Ketchum Rural staff and commissioners.

The Granicus system that the City of Sun Valley uses could be used by Ketchum Rural at a small one-time fee of \$222.00 for Nancy to train Trish on the system. No other fees would be associated with this system unless the storage capacity on the website exceeds the allotted amount.

The other option is to use the Zoom platform with a cost of \$14.99 per month plus the hiring of personnel to administer the meeting via Zoom.

Commissioner Michael would like a system where the public has access to attend our meetings virtually.

Walt Femling, City Administrator for the City of Sun Valley stated the Granicus system is a live audio system. There would be a tab placed on the Sun Valley website, so the public could listen to Ketchum Rural meetings live or a recorded session at their convenience. He clarified; this is not a system that the public could call into for participation.

Chairman Gray asked, even though members of the public cannot call in to participate in the meeting live, do they have the capability to listen to the recorded meeting at any time, and if they have a question, would they need to submit their comment or question prior to the next meeting?

Walt Femling stated that is correct. Members of the public can listen to the meeting live and listen to the recording in the following days. The press does not attend our meetings in person anymore because they simply listen to the recordings. If they have any questions, the press will then reach out to the Mayor or City Administrator.

Chairman Gray stated he is not a fan of Zoom meetings; he finds them disruptive. He finds the Zoom meetings cumbersome and it is not a format that he finds useful. He does like the idea of using the Granicus system which will allow members of the public to listen to the meeting at their leisure.

Commissioner Engelmann finds Zoom meetings distracting as well. The Zoom requires a person to facilitate the meeting, and in his experience, attendees frequently do not mute themselves.

Firefighter Colleen Quindlen suggested researching Zoom for government. She stated a full-time host is required for Zoom meetings.

Commissioner Michael believes we should try both systems and see which works best. She appreciates the fact that Dick Canfield attends our meetings each

month. Commissioner Michael is not attending our meetings in person due to her concerns of Covid-19. She would like to give the public the same option of attending our meetings virtually.

Chairman Gray stated since we do not have any employees, we would need to impose upon the City of Sun Valley to borrow an employee to host the Zoom meeting for us. Or ask the City to hire an employee for us to host our meetings. Commissioner Michael suggested we contract one of the on-call firefighters for 2 hours each month to host the Zoom meetings.

Chief Bauer stated the district is contracted with the City of Sun Valley to oversee the operations of the district. In the interest of consistency, we should utilize the same system that the City is using. No need for us to be an outlier.

Commissioner Engelmann stated the Zoom meeting is not recorded; it is live. Members of the public need to be at the virtual Zoom meeting while it is taking place. With the Granicus systems, members of the public can listen to the recording at their leisure. He asked how Zoom would work regarding the on-camera aspect of it since the commissioners do not have computers in front of them during the meetings.

Commissioner Michael stated she has a Zoom account, she can send out an invitation, or a link. She as a participant can open the public comment from her home.

Chairman Gray has two separate issues and will call for two separate motions. First, he will entertain a motion to use the Granicus system that the City of Sun Valley is currently using for their public meetings and pay the fee of \$222.00.

Motion to use Granicus.

MOTION

Commissioner Engelmann moved to sign up with the City of Sun Valley to use the Granicus System; seconded by Commissioner Michael. A roll call vote was taken.

AYES: Commissioner Engelmann
 Commissioner Michael
 Chairman Gray

NAYS: None.

Chairman Gray declared the motion carried.

Chairman Gray asked for a motion regarding the utilization of Zoom for virtual meetings, allowing the public to participate in our meetings live.

Motion to use Zoom.

MOTION

Commissioner Michael moved to open a zoom account for our next meeting in February to allow the public to listen and give public comment during our public comment periods; Commissioner Engelmann seconded the motion. A roll call vote was taken.

Comments: Commissioner Engelmann understand what Commissioner Michael is talking about, she wants the public to participate in our meetings. Clearly, we do not have a lot of participation. He can understand during the Covid-19 pandemic, some people may be hesitant to go to any public place. That is completely understandable. Commissioner Engelmann suggested that we try Zoom for a month, and if nobody attends the Zoom meetings, then we halt them forevermore. We can test run it during the pandemic, but it should not be our protocol moving forward.

Trish asked if there was a host in mind to run the proposed February Zoom meeting.

Walt Femling stated that somebody from the public cannot sign into the system at City Hall and run a Zoom meeting. They do not have the ability to sign onto our computer. We would need to identify this person, have IT issue them access, etc. If the district wanted to hold a Zoom meeting at City Hall, they might need to bring their own computer to facilitate the meeting. The computers at City Hall are restricted and are not for public use. Walt suggested Commissioner Michael bring her laptop into City Hall and facilitate the Zoom meeting that way. He stated the district cannot have use of the City of Sun Valley computer until the facilitator has been identified, they have been verified through the City's procedures, and the IT department has granted them access to the computer in which they would facilitate the Zoom meeting. If this facilitator was receiving payment for this work, the City would also need to have them complete all the payroll forms. If however, the facilitator was a paid on-call firefighter who can consistently take the time to facilitate the meetings, and they are already set up in the system, then you would need to decide on a pay scale.

Chief Robrahn stated he cannot commit to having an on-call firefighter available who will leave their regular job to come in to facilitate an hour or two Zoom meeting once a month. He further cannot commit to having any of our on-duty staff commit to facilitating a Zoom meeting. We can certainly try to have someone available, but personnel cannot be guaranteed.

Chairman Gray commented again that he finds Zoom meetings disruptive and he thinks the lack of public participation throughout the 9 years of his time with the district does not warrant it. He does not think we need to stand out more than the municipality that we work with. If we had a greater public attendance at our meetings, or an outpour of emails or letters from the public, or a showing of interest in what we are doing he would consider virtual Zoom meetings, but he will not vote for this.

Commissioner Michael addressed the motion by saying the City of Ketchum does allow public comment on their virtual meetings, as does the County. The motion is to move forward with Zoom, open it up to gauge the participation, and at least to try Zoom meetings.

Chief Bauer stated we do not even have the equipment to facilitate Zoom meetings. The district does not own a laptop, and we did not budget for any of these expenses. It will be a lot of effort and expense to accomplish the trial of a Zoom meeting. Based on the low traffic count on our website and low attendance of our meetings, he finds this unnecessary. He repeated his suggestion that we be consistent with the City of Sun Valley.

Chairman Gray suggested we rely on the first motion using Granicus. The public can listen to the meetings at any time, and then weigh in prior to the next meeting with any kind of response they wish, whether it be an in-person comment or an email or letter. Let us see if we have an increase in participation prior to venturing into a situation that could be cumbersome.

Chief Bauer and Commissioner Engelmann concurred with Chairman Gray's suggestion.

Commissioner Michael offered to bring in her laptop computer, open her Zoom meeting and have it available. If people want to comment, they can comment. There is an open network at the City of Sun Valley. If people are making public comment, they will be on a screen, we will hear them through the laptop speakers. She would like to try this for a month or two.

Chairman Gray called for a vote on the motion.

AYES: Commissioner Michael

NAYS: Commissioner Engelmann
Chairman Gray

Chairman Gray declared the motion did not carry.

Commissioner Engelmann asked if there was a way to monitor the traffic on the Granicus system. Nancy Flannigan stated there is no way to see how many people are listening live, or to the recordings.

Report, Chief Bauer

Chief Bauer stated there was a structure fire of an approximately 200 square foot outbuilding, out on the Board Ranch on Monday December 28, 2020 about 10 miles from the City of Ketchum. Engine 2, Tanker 2, Sun Valley Engine 63 that currently resides at the Griffin Butte station all responded, as well as Engine 60. We received assistance from Ketchum Fire. Wood River Fire was asked to stand down since the structure was so far out on the ranch, it was near destruction when we arrived. What remained was quickly extinguished. The homeowner was extremely grateful for our response. The residence was not affected at all. The cause was most likely hot ash disposal.

The end of 2020 was notable, we responded to 4 structure fires in a short amount of time. The first fire was October 22, 2020, the last fire was December 28, 2020. The increase in fire frequency could be due to the increase in full time residents. We could anticipate remaining busy because of the desire for people to live full time in the Wood River Valley.

Commissioner Michael asked how long it took to get to the Board Ranch incident, and which apparatus arrived first.

Chief Bauer reported that he did not have the response times with him at this meeting, however the Ketchum Ambulance 22 was located somewhere in the Grey Hawk area performing driver training with Captain Canfield from Ketchum Fire Department and a recruit. Lieutenant Hunter Storey from Sun Valley Fire was in the same area. The ambulance and Lieutenant Storey arrived on scene almost simultaneously. Captain Canfield established command and noted it was a defensive operation. Within a few minutes Lieutenant Storey took command and stood down all responders save one Engine and one Tender when they realized how small the structure was. Ketchum Fire Department had all their apparatus in

route, as well as Ketchum Rural Fire district and Wood River Fire & Rescue. It was a great safety call for Lieutenant Storey to stand down the response.

Commissioner Engelmann stated he is very familiar with that area, and from his recollection the building that burned was an old pole barn. He was surprised that it was not just a pile of ashes by the time anyone arrived.

Commissioner Michael was surprised, because of our fire ratings, that we do not know exactly what our response times are. She asked Chief Bauer to speak about that topic in general.

Chief Bauer stated the address of the Board Ranch fire is 9465 Warm Springs Road. He explained insurance rating. The highest rating a property will receive is if they are within 5 miles of a fire station, and if the property is within 1,000 feet of a pressurized hydrant. The insurance classification of this property is a 9 or a 10 on a scale of 1 to 10.

This particular property is 10 miles from Ketchum Fire Department, and that mileage is given credit since we have an auto aid agreement with Ketchum Fire. Any address more than 5 miles from a fire station, the fire rating is going to be a 9 or 10. The highest rating is a 10.

Commissioner Michael asked if the insurance for the citizens of Hulen Meadows would be less expensive since the Griffin Butte station is in a close proximity to the Hulen Meadows subdivision. Chief Bauer replied that is correct. Because Griffin Butte is not staffed full time, Commissioner Michael asked if the primary response would be from the Cities of Ketchum and Sun Valley. Chief Bauer explained the insurance ratings do not consider whether the fire station is fully staffed or not, just if there is a fire station within 5 miles.

Commissioner Engelmann commented that with our auto aid agreements all departments respond to structure fires.

Commissioner Michael asked if her house in Hulen Meadows caught fire on a Tuesday at 3:00 in the afternoon, would the first responder most likely be from the City of Ketchum since the Griffin Butte station is not fully staffed?

Chief Bauer replied there are no "most likely" scenarios in firefighting. This is why we have auto-aid and mutual-aid agreements. We do have 2 firefighters who live at Griffin Butte, and they might be at the station and respond first, or Ketchum Fire could be out on a medical call and then Sun Valley Fire would respond first. This is an unknown scenario with many factors.

Chief Robrahn commented that there are too many variables in that question to obtain a clear answer. This is why we have full time staffing, to guarantee a response out of the station. The live-in program has proved how successful it is

with the group at the Greenhorn station. There are 8-10 personnel who respond out of that station versus the 2 at Griffin Butte. It all depends on their work schedules. If they are at the station, they will respond. You will always have a response from somewhere. The fire services are a big team. The public in general does not care what the name is on the side of the truck, they simply care that someone is coming to help them.

Commissioner Engelmann stated the recent Board Ranch fire is a very good example of our agreements. Responders were halfway there by being out near the ski lift, so they responded. The response was so big that Ketchum Fire sent all their equipment. If Commissioner Michael's house caught fire then, Ketchum Fire would not have been the first to respond.

Chairman Gray stated there is a plethora of firefighters in our valley, whether they are on duty, or paid on call, they respond when the call comes in.

Commissioner Engelmann shares commissioner Michael's concern about the staffing at the Griffin Butte station. He would like to work toward having both Greenhorn and Griffin Butte stations fully staffed. We will need to ascertain how to pay for this service.

Commissioner Michael as a representative of this area, hearing this discussion is motivated to investigate expanding housing at the Griffin Butte station, and raising funds to accomplish such a task.

Chief Bauer continued his report. He thanked the commissioners again for their approval of the new pumper tender purchase that will be stationed at the Griffin Butte station. We will have our newest, state of the art, effective equipment at Griffin Butte station.

Chief Bauer also thanked the commissioners for approving the new name. While it will be a lot of work initially, it will be well worth it. The new name will increase our efficiencies and our abilities to serve our taxpayers better.

Commissioner Engelmann stated it is important to follow up and educate the public as to who we are and what we do.

Chief Bauer reported the following information that was requested from Commissioner Michael, the data from fiscal year 2020.

There were 565 total responses from the Sun Valley Fire Department & the Ketchum Rural Fire District which includes auto aid and mutual aid responses.

Of the 565 responses, 108 were calls for Ketchum Rural Fire District.

The average response time for all calls was 6:49.

The average response time for rural calls was 9:41.

The NFPA benchmark for rural response times is 14:00 minutes eighty percent of the time. We are doing very well, and we strive to do better.

Rural areas are defined by the US Census Bureau as having fewer than 500 people per square mile. Most of the calls are in the City of Sun Valley and south of the City of Ketchum. Forty-eight total calls were either west, north, or automatic aid in the City of Ketchum. Four hundred and seventeen calls were in Sun Valley, south of the City of Ketchum in the Rural District, or auto aid to our Wood River Fire, Hailey Fire and Bellevue Fire Department neighbors. Fifty percent of the calls that the District goes out on, are mutual aid or auto aid, with a majority of those being in the southern portion of the county. The data indicates that ninety percent of the overall Sun Valley/Ketchum Rural calls are in the City of Sun Valley and south of the city limits of Ketchum. This data backs up the theory that Greenhorn station is our hub.

Commissioner Engelmann asked when the new pumper tender will be delivered? Chief Robrahn replied that it all depends. He has recently been in touch with the manufacturer and delivery could possibly be in December 2021.

Commissioner Michael thanked Chief Bauer for putting the data together. She would like to see these types of reports, where we are exceeding national response times.

Chairman Gray stated we should use this data in our marketing materials regarding our name change.

Commissioner Engelmann asked when our name change will officially take place? Trish responded the resolution needs to be recorded at the county clerk's office, then sent to the Idaho State Tax Commission. Once the tax commission approves the name change, it is legitimate. However, we should not begin using the new name financially until after the IRS approves the name change on our EIN number. This may take a couple of months to complete.

Report, Chief Robrahn

Chief Robrahn thanked Chief Bauer for his report. He stated the data really shows everything that is being accomplished. We have been approved to receive vaccinations; our first responders will begin vaccinations tomorrow. Our fire academy has begun, and we will be training 5 new applicants this year. The academy will not be county wide this year due to Covid. We will hold the academy in house. The new recruits will be great additions to the team. Once they have completed the academy, we will bring them in for you to meet.

Chief Robrahn gave an update on the new pumper tender. Now that the financing has been approved, Pierce will send us a build number. Pierce will begin sending weekly updates including photos to Chief Bauer, that he can forward to the commissioners.

Chief Robrahn responded to a question Commissioner Michael had about pump testing. Pump testing is required. It is recommended by the NFPA 1911 service testing for apparatus to ensure they meet the capabilities. All the data is documented regarding the insurance rating bureaus.

Chairman Gray asked if there was any way our new apparatus could be delivered prior to the start of fire season.

Chief Robrahn does not know. It really depends on how many other orders the manufacturer receives. Pierce is a very efficient company; they produce a very high-quality product. They want to produce the apparatus as quickly as we would like them to produce it.

Chairman Gray asked how many inspections we have of the apparatus where we send firefighters to the manufacturing site.

Chief Robrahn replied that we are currently in the pre-build process. We will send 2 members to meet with the engineers and salespeople. They will walk through the current apparatus on the line and dial in specifics. We could be sending the members within the next month or so, for about 3 days. After which Chief Bauer will sign off on the apparatus. Next step, it goes to engineering. After engineering signs off, it goes into production. At the end of the process, Pierce will complete a final inspection, then we send a crew to complete our final inspection to ensure it meets all our specifications and expectations prior to Pierce delivering the vehicle. Commission Michael asked if during pumper testing, do they ever find that the pumps do not perform? Chief Robrahn replied yes, that is why the testing is required annually.

Old Business:

None.

Public Comment:

Richard Canfield stated on a lighthearted but very serious note, he thanked all our professional fire fighters. He has a son and daughter in law in this business and they are incredibly discreet. He wanted to acknowledge that here in the meeting. He appreciated the conversation regarding live streaming our meetings. He thinks Granicus is a good starting point, and he feels moving down the road we should

transition to Zoom meetings. He also suggested we have a first reading on agenda items, and not vote until the next meeting.

MOTION

Commissioner Engelmann moved to adjourn the meeting; Commissioner Michael seconded the motion. A roll call vote was taken.

AYES: Commissioner Engelmann
Commissioner Michael
Chairman Gray

NAYS: None.

Chairman Gray declared the motion carried.

Adjournment 11:38 AM



James E. Gray, Commissioner/Chairman



Earl Engelmann, Commissioner/Secretary