



# Timberlake Fire Protection District

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## Board of Commissioners Regular Meeting Minutes January 12, 2010

Athol Community Center  
 Athol, ID

Board Members and Officials	Present	Absent
Kirk Quillin, Commissioner	X	
Marty Fish, Commissioner	X	
Jon Guinn, Commissioner	X	
Rudy Rudebaugh, Commissioner	X	
Christopher Wiese, Commissioner	X	
Penney Laird, Board Secretary	X	
Jack Krill, Fire Chief	X	

Others in Attendance	
Amy Jo DeLong	Mark Dane
Brian DeLong	Kimberly Johnson
Bill Wright	Art Luckado
Jake Capaul	William Beasley
Jeff Piephoff	Lew VanDeMark
Eric Foti	Robin Mullan
Chelsea Cazier	Dee Edginton
Levi Arbogast	Josh Gernns
Dennis Link	Bridget Gernns

### 1.) Call to Order: Regular Meeting

Commissioner Quillin called the meeting to order at 18:08. Chief Krill led the assembly in the pledge of allegiance. Members and guests were welcomed.

### 2.) Approval of the Agenda

Commissioner Guinn motioned to approve the agenda as presented and was seconded by Commissioner Rudebaugh. Ayes were unanimous, motion approved.

### 3.) Approval of the Consent Agenda

Commissioner Guinn motioned to approve the consent agenda to include the following;

- A. Meeting Minutes, December 16, 2009
- B. Meeting Minutes, November 18, 2009
- C. Financial Items, November 2009

Note: December 2009 Financial Items will not be ready until the February meeting due to the January meeting date being moved up by 8 days.

- D. Accounts Payable
- E. Fund Transfers up to \$50,000
- F. Fire Commissioner correspondence

Commissioner Fish seconded the motion. Ayes were unanimous, motion carried.

### 4.) Staff Reports

#### A. Fire Chief

Discussion was had regarding the favorable review of our 2009 Assistance to Firefighters Grant application for the 700 MHz radios. One of the requirements of accepting the grant is that we are compliant with NIMS. The total federal contribution would be \$179,694 (95%) and TFPD match would be \$9,457 (5%). Commissioner Fish motioned that **If awarded the FEMA 2009 Assistance to Firefighters grant, we accept and further hereby approve the appropriation of matching funds in the amount of \$9,457 and first year operating cost of \$10,220 from account 2514, investment pool unrestricted, in order to proceed with the immediate processing if awarded before the next regular meeting.** Commissioner Rudebaugh seconded the motion. *Ayes were unanimous, motion carried.*

Discussion was had regarding the newsletter the District is preparing for the public. Commissioner Rudebaugh expressed an interest in helping finalize the document and suggested that getting information from various insurance companies as to what the rate increase would be should we lose our ISO rating was a great tool for public education. Commissioner Quillin stated that we need to make sure that we give the public a cost versus benefit so they can make their own choice. We need to educate the public so they can help us decide collectively what the levy amount should be, if any.

Discussion was had regarding employment contracts versus employment agreements. It was agreed upon that employees not under union or individual contract should have an employment agreement on file outlining terms for accrual of vacation hours, sick hours and/or comp time if any.

Chief Krill requested permission to offer the resident position to the top candidate. Permission was granted by the Board.

#### B. Administrative Assistant / Board Secretary

Discussion was had regarding the need for Commissioner Fish and Commissioner Rudebaugh to complete their NIMS and turn in their new hire paperwork. Insurance cards are still needed from Commissioner Quillin, Commissioner Rudebaugh and Commissioner Fish. W-4's are being prepared and updated addresses were requested from anyone who has moved recently.

#### C. Timberlake Firefighters Association

Association President Brian DeLong reported on election results showing that Dee Edginton is the new Vice-President and Phyllis Page will remain Treasurer for the association this year.

D. Timberlake Professional Firefighters, IAFF Local 4483

Union President Jake Capaul welcomed the new commissioners and invited comments and questions stating that their doors were always open. He went on to say that they were behind Chief Krill 100% and saw the levy as an opportunity to provide a safer working environment for the fire fighters. He also stated that he wants the equipment to function properly for the safety of the constituents we serve. Commissioner Fish stated the he "had the firefighter's back" and if they needed anything to come to him. He mentioned that he has family in the fire service and the last thing he wants to see is a fire fighter get hurt or killed. He went on to say how important he felt it was to hear the rank and file verbalize their support of their Chief. He stated that our goal was to figure out how to make the people happy and keep the fire fighters safe at the same time. Commissioner Rudebaugh went on to thank the paid staff and volunteers for all that they do.

5.) Unfinished Business

None.

6.) New Business

A. Vista Bay Lounge Fire Code Appeal

Dale Haaland presented an appeal letter, a copy of which has been made a part of these minutes requesting that they be allowed to suspend their monitored fire alarm system through the winter months that the building is unoccupied, thus saving \$650.00 over those months. Discussion was had regarding how the building is unoccupied during the winter and that the sprinkler system would still be functioning even in the off season. The building is checked everyday and there is a very low volume of combustibles within the building. It was suggested that the building be posted "No Access to the Public" during the off season and that the external pull station be covered so that marina customers would not think that it was active during the off season. Comments were made that Timberlake should be notified when the system is turned off in the fall and when it is turned on in the spring. A water flow bell is located on the outside of the building and would gain someone's attention if it were to go off even without the system being monitored. It was also suggested that the system be inspected annually each spring at initial startup. Commissioner Quillin suggested that someone in authority such as the homeowners association draft an agreement letter indicating that de-activation of the system will possibly delay the response of the fire department. Chief Krill stated that this does not relate to residential occupancies which may be unoccupied during the off season. Chief Krill was directed to work with Mr. Haaland on a letter that would meet the terms discussed and verbally agreed upon.

B. Election of Officers

**Commissioner Guinn nominated Commissioner Quillin for Board President and Commissioner Wiese for Board Treasurer, seconded by Commissioner Rudebaugh.** In the interest of having the President carry over into the next year, Commissioner Quillin suggested that he would be willing to serve until May or June at which point another Commissioner would be elected to carry forward through the election cycle and into the next year. Commissioner Wiese stated that it would be wise to rotate through the offices each year so that no one person would serve an excessive amount of time. ***Ayes were unanimous, motion carried.***

C. Communication Between and Among the Commissioners

Commissioner Rudebaugh motioned to "have a clearly delineated policy on how and the manner in which the Commissioners are authorized to talk with the citizens who elected us to serve them in the district. This policy will address how and when we speak whether as an individual personality or in an official capacity of the district verbally or in any other form such as writing or text or any other nature." This is to protect the District from thinking that one Commissioner's

opinion represents the opinion of the District as a whole. Commissioner Rudebaugh stated that as a group entity, we should make sure that we aren't speaking negatively and that we are not speaking down to someone in a derogatory fashion. He said he would work on the draft of such a policy and present it for Board approval at the next meeting. Commissioner Quillin commented that this wasn't a motion, but an item for discussion. Commissioner Fish suggested that we try to be concise and concentrate on one issue at a time. Commissioner Quillin stated that the Commissioners represent everyone in our district, people will ask questions and speak to them from time to time and that it has to be understood that the views of an individual Commissioner do not always necessarily reflect the views of the Board as a whole, but they are the views of that individual. He went on to say that the individual should speak as an individual and not as a representative of the Board as a whole. Commissioner Rudebaugh stated that any negative or derogatory communication from a Commissioner should be signed personally and not as "Commissioner So and So", but that even then as an elected official the individual Commissioners should be held to a higher standard. Commissioner Quillin suggested that Commissioner Rudebaugh could work on Board policy if he so chooses to bring back to the Board for revision and approval.

#### 7.) Closing Comments

##### A. Fire Commissioners

Commissioner Wiese stated that there is a difference between guidelines and policies and he is not in favor of trying to draft a policy regulating perceptions. He said it was too subjective and too restrictive and that people should operate in good faith using logic, respect and common sense.

Commissioner Rudebaugh agreed that limits should be controlled, but the goal is to be respectful and responsible with our communications.

Commissioner Fish stated that we won't be able to solve all the problems right away, but that we can agree to treat people with respect.

Commissioner Guinn agreed with Commissioner Fish

Commissioner Quillin expressed his appreciation for everyone who attended and stated that the new Commissioners were bringing a fresh and interesting perspective to the Board which will result in better discussion and better decisions.

##### B. Audience

William Beasley speaking as a private citizen and as President of Pend Oreille Ranch Homeowner's Association regarding the direction of the fire district and the expectation of the public that the response will be consistent with other entities of similar makeup. He stated that what is not understood by the public is that there is a cost to be borne by the taxpayers to be able to expect that response. He suggested that the District tie in the insurance cost to the budget costs so that the public could see the difference. He stated that he would rather pay property tax to have a higher protection rather than pay the insurance company. He would rather have his property saved than have to replace it through loss. He stated there would be more likelihood for people approving the levy if they could see that trade off.

Lou VanDeMark commented that he likes the lively discussion of the new Board and he is seeing a marked improvement in the structure and professionalism of the fire district due to the efforts of Chief Krill.

Dennis Link spoke asking for the waiver of \$150.00 in inspection fees for the Buttonhook Restaurant incurred in 2009. He stated that the management did not know about the inspections as there was confusion and miscommunication surrounding who actually was responsible for the Buttonhook. He went on to say that they made effort to comply with the listed violations at the

time. Chief Krill indicated that at the time he was working through Steve as directed by Bob Holland but the building did change owners during the process and Steve was not communicating with Chief Krill in the proper manner. Chief Krill indicated that the Buttonhook is in compliance at this time. **Commissioner Wiese motioned to waive the \$150.00 in fees currently charged to the account of the Buttonhook Restaurant, seconded by Commissioner Rudebaugh.** Upon no further discussion, *eyes were unanimous. Motion carried.*

8.) Executive Session (if needed per Idaho Code 67-2345 A-F)

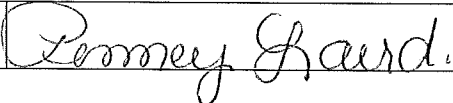
- A. Adjournment of Executive Session
- B. Decisions Following Executive Session

9.) Adjournment

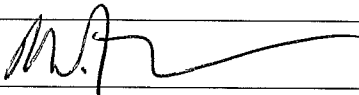
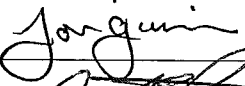


**Commissioner Fish made a motion to adjourn, seconded by Commissioner Rudebaugh.** Upon no discussion *eyes were unanimous, motion carried.*

Meeting adjourned at 20:47.

Respectfully Submitted:

Penney Laird, Board Secretary	
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Approved:

Kirk Quillin, Fire Commissioner	
Marty Fish, Fire Commissioner	
Jon Guinn, Fire Commissioner	
Rudy Rudebaugh, Fire Commissioner	
Christopher Wiese, Fire Commissioner	

On this 17<sup>th</sup> day of February, 2010