

**Albany County Fire District #1**  
**Regular Business Meeting**  
**DRAFT DRAFT Minutes for November 20, 2024 DRAFT DRAFT**  
**Minutes recorded by Nicole Porter, ACFD1 Administrative Assistant**

\*Hybrid meeting virtual and in person attendance

Board members in attendance Chairman [Luke Hawkins](#) and Secretary [Matt Burkhart](#)

1. Call to order Chairman Hawkins 1730
2. Approval of agenda Chairman Hawkins made motion to approve, Secretary Burkhart second, no discussion, approved with **(STATE VOTES) Y/N**
  - a. Amendment under 9b MOU with EMA on com special
  - b. Action item to approve listing of CVVFD engine 3
  - c. Action item to approve listing of CVVFD ambulance
3. Public comment- none
4. Present for approval, board meeting minutes from October 16, 2024 not approved
  - a. Requested clarification and reformatting
  - b. Make approval an agenda item for Dec 2024 meeting
5. Reports
  - a. LFD-not present
  - b. County EMA
  - c. Dispatch, LARC-not present
  - d. County Fire Warden-working on fire pay, waiting on state
  - e. ACFD1 Coordinator Wildland-damage from Bear Creek, bridge, quote for \$5,000, need estimate, paper copy for approval if board is going to cover. Responsibility currently unknown. Busy year, went very well, county had fairly small fires other than Bear Creek.
  - f. ACFD1 peer support team- winding down, still a few people using funds, waiting on final say from board.
    - i. Budget has limited funds past grant end – FF work through Chiefs
6. Financial Report-approved
  - a. Discussion and approval, PA approvals **NEED TO SHOW SPECIFIC YEA and NAY votes by name for public record**
    - BLVFD  
CPR/BLS training \$1,500 approved, no conditions or limitations. PA#258, Chairman Hawkins did request that in the future they utilize internal resources (WYCO) for this. EMA mentioned they may be an option.  
Headset Installation in Engine 2 \$1,000 approved, no conditions or limitations PA #259  
Headset purchase and installation BL8 \$2,400 approved, no conditions or limitations PA #260
    - CVVFD  
Radio for Engine 3 \$3,800 approved, no conditions or limitations PA#261

Tires for Engine 14 \$2,800 approved, no conditions or limitations PA#262

#### WYCO

Programmable Base radio \$4,500 failed, Secretary Burkhart had concerns about the brand not being consistent with what the district is already using and uncertainty about programming and compatibility.

UTV replacement for old ATV \$20,000 had already been approved in Oct  
– No action taken

#### 7. Action Items- to be voted on (NEED SPECIFIC VOTES Y/N with names)

- a. Present for approval water tender committee
  - i. Discussion-5 person committee to include 2 people from Central, 2 people from Centennial and 1 Board member, chiefs will appoint members from their departments
  - ii. Chairman Hawkins made motion to approve, Secretary Burkhart seconds, approved unanimously.
- b. Present for approval MOU with EMA, communication specialist, finalize MOU
  - i. Chairman Hawkins made motion to approve, seconded by Secretary Burkhart. Passed unanimously
- c. Present for approval Centennial Engine 3 listing
  - i. Secretary Burkhart made motion to approve, seconded by Chairman Hawkins, approved unanimously. Listing contract to legal for review prior to signing.
- d. Present for approval MS146 listing
  - i. Secretary Burkhart made motion to approve, seconded by Chairman Hawkins, Approved unanimously Listing contract to legal for review prior to signing..

#### 8. Board topics

- a. Present for discussion, district bylaws update
  - i. Trying to capture culture of departments
  - ii. Draft will be posted to website in a couple of weeks for comment
- b. Present for discussion, VVFD AOR
  - i. Is Vedauwoo's area of response working well for VVFD and Central, Both Chiefs agree that it is working okay right now.
- c. Present for discussion, Rail Tie impact funds
  - i. Update on impact funds, it is assumed that they are moving forward, board hasn't heard anything.
  - ii. Funds would go to Tie Siding, Vedauwoo and Central
  - iii. Supposed to start work on Sportsman's Lake Road in Nov.

#### 9. Chief's report-Chiefs did not meet, no report

#### 10. Department reports

- a. Tie Siding 11 Firefighters 1 new member.

- b. Central working on contract for classroom, Doing EVOC training Friday and live fire training Jan 31-Feb 1
  - c. VVFD- 7 full members and 8 probationary
  - d. CVVFD- update on generator install, Tender 8 is operational
  - e. BLVFD- 17 Members, 11 calls everything ready to respond, tender needs a water level sensor replaced
  - f. WYCO- trucks ready to respond, drained water out of some due to cold weather concerns
11. New Business-Annual Report-communicate to secretary burkhart accomplishments from 2024 by Dec. 6th
12. Adjourn- Chairman Hawkins made motion to Adjourn seconded by Secretary Burkhardt, Motion carries adjourned at 19:05