

Draft Minutes 9/10/25

1. **Call to Order**
 1. Meeting called to order by Chair Burkhart at 1736
2. **Approval of Agenda**
 1. Motion to approve agenda made by Treasurer Jackson
 2. Seconded by Secretary Essley
 3. Discussion add item to reports for general announcements
 4. Approved unanimously
3. **Public Comment** – Limited to 3 minutes per person, 60 minutes maximum time.
Recess 10 min if required.
4. **Present for Approval**, the board minutes from
 1. 20 August Regular Board Meeting
 - i. Motion to approve meeting minutes from August made by Treasurer Jackson
 - ii. Seconded by Secretary Essley
 - iii. Discussion - none
 - iv. Approved unanimously
5. **Reports – Outside Agencies/Guests**
 1. General announcements-Richard Parrish passed away, service will be Sat. 13th at B pavilion at the fairgrounds. Sunday best, please do not wear greens and yellows. Contact Mike Moran if you wish to bring an apparatus.
 - i. Anniversary of 9/11, 9 am at city hall 5 pm local FD will be having their stair climb at 5 pm, will start at 6.
 2. Acknowledge Reports received via Email.
 3. County Emergency Management-Kate from EMA is out, but will be able to respond to emails in event of an emergency.
 4. Albany County Fire Warden
 5. ACVFD1 Wildland Coordinator
 - i. Wyco is out, should be back by Saturday hopefully.
 - ii. Training through camp Geurnsey with military. Will probably figure out this winter. Will probably not have any prescribed burns on Pole Mountain this year.
 6. EMS Coordinator
8. **Financial Report**
 1. Present for **Discussion and approval**
 - i. Financial Report and Bill to be paid
 1. Checking \$307,799.61
 2. Fire Pay \$201,800.96
 3. Impact Funds \$4,340,753.58
 4. Money Market \$312,507.24
 5. BLVFD \$133,532.63
 6. Central \$182,000
 7. Centennial \$95,000

- 8. Tie Siding 12,000
- 9. Vedauwoo 45,000
- 10. Wyco 115,000
- ii. Department Disbursements
 - a. VVFD \$4000
 - b. Wyco \$2,000
 - c. TSVFD \$1500
 - d. CVVFD \$5000
 - e. BLVFD \$5000
 - f. Central \$6000
- 2. Fire pay
 - i. All of 2024 has been paid to firefighters, truck pay for 2024 still owed for 3 fires from 2024, remaining pay for 2025 FF pay 36,025.63 and truck pay 127,271.25
 - 1. Motion to approve made by Secretary Essley
 - 2. Seconded by Chair Burkhart
 - 3. Discussion-none
 - 4. Approved unanimously
 - ii. PA approval & discussion
 - 1. none

1. Public Comment

10. Action Items – to be voted on

- 1. Approve Monthly Pay for ACFD1 Wildland Coordinator (*included in approved FY25-26 Budget*)
 - i. **Public Comment**
 - ii. Motion, Discussion and Vote
 - 1. Motion to approve made by Chair Burkhart
 - 2. Seconded by Secretary Essley
 - 3. Discussion \$1,800/month with a 2,000/year training budget. When there are not trucks going out on fires, there is training that needs to be coordinated and discussions with state forestry. Will get paid for July, August and September.
 - 4. Approved unanimously
- 2. Approve CVVFD Bathroom Completion
 - i. **Public comment**
 - ii. Motion, Discussion and Vote
 - 1. Motion to approve made by Chair Burkhart
 - 2. Seconded by Seconded by Secretary Essley
 - 3. Discussion \$3607 for wainscoting, grind concrete and add epoxy.
 - 4. Approved unanimously
- 3. Approve Hire of District Operations Personnel
 - i. **Public Comment**
 - ii. Motion, Discussion and Vote
 - 1. Motion to approve made by Treasurer Jackson

2. Seconded by Secretary Essley
3. Discussion-Board will reach out to the individual and negotiate salary and job duties. Official name of position to be District Operations Chief. Reason for title being Chief is that some agencies only accept paperwork signed by a Fire Chief, this position is administrative.
4. Approved unanimously
4. Ratify (*from 20 August*) and Approve Payment for Apparatus Transfer From VVFD to ACFD1
 - i. **Public Comment**
 - ii. Motion, Discussion and Vote
 1. Motion to approve transfer with amount to be determined made by Secretary Essley
 2. Seconded by Chair Burkhart
 3. Discussion-wanted to determine what the value of the vehicle was prior to purchase, KBB value is \$12,000. Add \$6,000 for lights and sirens and other fireline accessories. Due to damage to bumpers the value is being placed at \$16,900.
 - a. Miles 26,203, 2014. Secretary Essley recommended adding another \$1000 due to low mileage and condition of vehicle. Amend motion to approve for 17,000 seconded by Treasurer Jackson. Vedauwoo has possession until a person is assigned to it.
 4. Approved unanimously
5. Set October Board Meeting date (*15 October is tentative per calendar*)
 - i. **Public Comment**
 - ii. Motion, Discussion and Vote
 1. Motion to formalize October 15 as regular board meeting made by Chair Burkhart
 2. Seconded by Secretary Essley
 3. Discussion-none
 4. Approved unanimously

11. **Board Topics**

1. District Operation position-Board had a discussion about applicants and who to hire, the decision was unanimous.
2. Impact Funds update
 - i. Last month we received \$17,475 from rail tie impact funds. Chief Deputy treasurer is coming up with a report stating what should be paid.
3. Tender RFP Update- District operations position can look into, looking into 2 2000 2500 gallon tenders and 2 new tenders.

12. **Chiefs' Report-none**

13. **Department Reports**

1. Central VFD-348 calls for the year, all apparatus in service. About 30 members. No one out on wildland dispatch.

2. VVFD 5 full members, 5 probationary, 3 associates. Heat is finished. Laramie mechanical repaired heat. 88 calls, no missed calls. All apparatus in service except engine 2. By-laws are completed.
3. WYCO-3 potential members, UTV training complete, 4 Wyco and 2 TSVFD members attended training
4. TSVFD-14 members, PAs are complete except VFA grant. 3 fires, all apparatus operational.
5. CVVFD- a couple of members leaving, had a potential member show up. Outfitting new engine.
6. BLVFD-10 calls in August, none missed. All apparatus operational, got scheduled to have the water indicator on the tender.
14. New Business-AOR current map shows 287 as the dividing line between TSVFD and VVFD, and impact fund percentage. AOR will be discussed further in a work session, need to get into the filing cabinet to look at impact fund binders.
15. Adjourn: Treasurer Jackson made a motion to adjourn the meeting
16. Motion seconded by Chair Burkhart
17. Approved unanimously
18. Adjourned 19:08

** next work session 1 October '25; next Board Meeting __ October '25