

## Albany County Fire District #1 Board Meeting Minutes April 26, 2017

Meeting was called to order at 5:09 pm. Board members present were Art Sigel, Joe Witt and Jon Essley.

Minutes of the previous meeting were read and discussed. Secretary Essley moved to approve the minutes as amended with changes to paragraph two to add in "all fire pay has been paid from ACFD#1 to individuals" and another change to Engine 1 paragraph clarifying engine number. Motion was seconded by Treasurer Witt and approved unanimously. There is one change from Shielah with Wyoming State Forestry; that they are going back to how they used to issue red cards. Therefore it is incumbent upon the Chief to issue and sign, this is a serious liability if not handled correctly. The Chief can notate whether local only, moderate, etc.

The financial report was discussed. Chairman Sigel moved to approve the financial report. Motion was seconded by Secretary Essley and approved unanimously.

Training – Chairman Sigel moved to approve \$3000 for training for 6-7 firefighters. Motion was seconded by Treasurer Witt and approved unanimously. The Chiefs will present the pre-approvals for training and turn into Teri Jo.

LFD – July 4<sup>th</sup> – LFD no longer has the 2-mile restrictive zone around the city. Chief Johnson will answer jurisdictional questions for the city. He will pass calls/questions to the Chief's group.

County Fire Warden – Red cards will be issued and it is up to the Chiefs to sign. Central's FDID number is 01523. Waiting to hear from County Attorney regarding ACFD compensating county for fire paperwork handling.

EMA – LLVFD had oxygen canisters and radios that were purchased through a grant. We have to track where that equipment is/has gone. Contact Aimee and let her know ASAP. Eclipse meeting for community and requests for assistance throughout the State.

Larimer County Mutual Aid Agreement – Editing is in progress with language added that they will respond to our fires as well and we would like our personnel/fuel costs paid from the outset. If we are the sole responder we are asking for full reimbursement. Need to address investigation/security of crime scenes until their law enforcement show up.

Chief's Report – Like the reciprocal/mutual aid agreement with Larimer County. They decided to leave IQS management as it is with WSF. Chief's group will head up training committee through the fall and then re-evaluate. They suggested making Central a department. Chad has LLVFD radios to be re-assigned.

BLVFD Tender – Richard will pick up tender; get it to Secretary Essley for an inspection and in service for fire season. BLVFD would like the tank fixed. The Board wants the truck to be checked out first before spending the money to fix the tank.

Training – Chairman Sigel moved to approve \$3000 for training for 6-7 firefighters. Motion was seconded by Treasurer Witt and approved unanimously.

Maintenance – All 2.5's have sold rims and radial tires. Based on BLVFD's tanker at Front Range Fire, metal water tanks need anodes; they can put them in for \$800/piece, suggested 2 each.

Simultaneous Paging – Stacked paging is a go for all departments. Tone for the tenders will become the all page. Cy will need to reprogram all of the pagers. VVFD is still not getting pages and their texts are getting dropped.

Central/LFD Engine 1 – Chairman Sigel moved to approve \$10,000 to purchase LFD Engine 1 and additional \$5,000 to purchase extrication equipment that comes with the truck. Motion was seconded by Secretary Essley and approved unanimously. Chairman Sigel moved to approve an additional \$10,000 to purchase additional equipment. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA96

LLVFD Temporary Engine Re-assignments – Chairman Sigel moved to reassign the 6x to Central and the 4000-gallon tender to Central and then subsequently re-assigned it to BLVFD while their tender is being serviced. Motion was seconded by Secretary Essley and approved unanimously. The building is inactive and CVVFD and Central are covering the LLVFD area until volunteers can be recruited. The ambulance is also back in VVFD.

Wild Horse Ranch gathering – 4 possible dates; are there conflicts? June 10<sup>th</sup> (BLVFD pack test and CPR class); July 29<sup>th</sup>; August 5<sup>th</sup>; August 12<sup>th</sup>.

Fire callout/fuel reimbursement policy – Chairman Sigel moved to approve the policy on a fiscal year basis with it being pro-rated through the end of the current fiscal year. Motion was seconded by Treasurer Witt and approved unanimously.

Financial Management Policy – Defines cash movement within the district and clarifies the role of the Board and how they manage the money. Secretary Essley moved to accept the Financial Management Policy as stated. Motion was seconded by Treasurer Witt and approved unanimously.

Ambulance Policy – An ambulance is licensed by the State and licensed to transport, all are preceded with an MS number and the Wyoming Hospital Association controls those numbers. Only LFD and CVVFD have MS units, however CVVFD does not bill anyone for their services. All other departments have fire rescues, they look like ambulances, but they are not because they cannot transport patients. Then there are the Rescue Units that are the big, heavy trucks with extrication, high angle gear. If CVVFD and BLVFD are called to a structure fire they will call a fire rescue in for firefighter support. Most rescues cannot transport water but they have extrication, air bags, etc. Historically the board has paid for everything associated with these vehicles except for purchasing the medical supplies.

Publicity – Another article about ACFD1 and what we do and it promotes looking for volunteers. This article is published as a brochure and can be sent out a brochure. Tri-fold, both sides, color.

Central – Central produces most of the tax revenue (47% of structures) and is the fastest growing area and it needs to be its own volunteer department. Same rules for funding will apply to Central as to every other department. An auxiliary will be built along with the department. Long range goals would indicate a change in the contract with the City of Laramie, however Central has to come together as a department, build staff and prove competency before with change a relationship with Laramie. As for membership, it is defined by where their retirement is. Firefighters can be a member of their department and attend those meeting and then respond with Central to fires. Central can recruit volunteers from Laramie. There are concerns for the outlying fire departments and their loss of membership to Central. The Board is sensitive to this issue and not pulling outlying volunteers to Central, that is not their objective.

Hauled Water Fees – Our fee structure is not set up to handle really large lot subdivisions. Chairman Sigel moved to adopt the new graduated fee schedule for the Hauled Water Program. Motion was seconded by Secretary Essley and approved unanimously.

Project Financing – Brett's vehicle (up to \$40,000 on that project); building at WyColo (this year \$40,000; truck first half of 2018 \$15,000); LFD's Engine 1 equipment (\$10,000); mobile radios to purchase (\$??); tire program (\$16,000); Laramie Contract (\$118,000); normal operating expenses (\$??). Possible financing problem for second half of the year; we will have to deal with this.

VVFD – Chairman Sigel moved to approve an emergency request for PPE in the amount of \$3500. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA 97 Pump testing April 29<sup>th</sup>. Tablets that Jeff purchased are free with sign-up and about \$10/month.

BLVFD – All three Board members would like to be informed about the building progress. Project Code for the building is PA 98; please put PA code on the bills so Teri Jo can track. Please separate out costs for concrete, building, electrical, engineer, etc. Building permits will need to go under ACFD#1's names.

Expenditures by the board totaling \$31,500 to include \$3000 for training; \$10,000 to purchase Engine 1 from LFD; \$5000 to purchase extrication for Engine 1 from LFD; \$10,000 for additional supplies for Central' new engine; and \$3500 for VVFD's to purchase PPE.

Meeting adjourned at 8:39 pm.

Respectfully Submitted,  
Michele Turner, ACFD#1 Administrative Assistant