

## Albany County Fire District #1 Board Meeting Minutes December 18, 2019

Meeting called to order at 5:08 pm. Board members present were Art Sigel, Joe Witt and Jon Essley.

No comment from the public.

Chairman Sigel moved to approve the minutes. Motion was seconded by Treasurer Witt and approved unanimously. Chairman Sigel had one note to the minutes regarding the State Fire Marshall initiative. Would anyone be interested in representing ACFD#1 on this committee? BLVFD is a rep for the Wyoming Fire Chief's Association.

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

EMA – Conducting a geophysical study to identify hazards and impacts of I-80 on the Casper aquifer protection plan. A summary will be presented to the County Commissioners in the spring with preliminary findings and data. At the communications meeting last month they were able to identify priorities for communications, coverage areas and the needs of the agencies involved. Trainings were identified as a priority.

LARC - Fire incident reporting out another twelve months after the initial 18 months of software implementation.

County Fire Warden – For the DMO2 Fire there was a discrepancy regarding cost share with Platte County. Chad will voucher soon. In September Wyoming State Forestry and ACFD#1 applied for a \$200,000 grant. We were offered \$51,000 and accepted to be executed on a much smaller scale.

Payout of truck funds from summer of 2018 – The 2018 balance to be paid out is approximately \$99,500. It is the Board's intent, under agreements of the past, to pay that money out to the respective departments in January. The Chief's group met and they would prefer that ACFD accumulate a fund of some significant size to allow ACFD to pay firefighters at least a minimum of 50%. They are concerned the individuals will receive enough money upon their return from a fire and that money helps to ensure firefighters are getting paid, at least a portion, earlier. Also, communication regarding the percentage ACFD is able to pay, so that information can be relayed to firefighters before they agree to go out on a fire. Discussion that single resources could be in a different category regarding reimbursement. Another option would be to keep the 2019 summer fund of approximately \$45,000 instead of paying out half of those funds. Chief's will discuss payout of truck funds/federal fire pay/single resources and present at the January meeting.

Expense Reimbursement Policy – The Board will review the comments that have come in and table until January 2020.

Chairman Sigel moved to delete the Statement of Investment Policy and the 2011 Purchasing Policy as they are out of date and no longer apply to current practices. Motion was seconded by Secretary Essley and approved unanimously.

Secretary Essley moved to approve and accept the revised Table of Contents for the policy manual. Motion was seconded by Treasurer Witt and approved unanimously.

Chairman Sigel moved to approve the 2020 Meeting Schedule as presented. Motion was seconded by Secretary Essley and approved unanimously.

Chairman Sigel moved to approve two payments of \$10,750, one made in December 2019 and one made in February 2020, to close out the Central Station land purchase. Motion was seconded by Secretary Essley and approved unanimously.

Chief's Report – Discussed upcoming trainings. Make sure we document all changes to policies in the minutes.

Per Chairman Sigel, beginning January 1, 2020 all project proposals must be submitted in writing one full week before the monthly board meeting. Proposals must include what you want, the cost, including additional purchases and projected maintenance costs, and why you want it. This applies to proposals that require a PA. This includes training proposals and proposals for PPE. The only exception would be emergency repairs to engines to keep that engine in service (this does not mean modifications to an engine). The Board will then review and prioritize the proposals. Approval is not automatic. You do not need to be present at the monthly board meetings for your proposal to be evaluated.

Meetings – This Board has intentionally made the monthly board meeting participatory. They recognized the volunteer's opinions were not necessarily heard with the past Board and so they wanted to be more inclusive and the agenda is set up to allow for discussion. Unfortunately, this causes us to have meetings that can be long. Do the departments want to give up that kind of open dialogue?

Secretary Essley moved to amend the agenda so BLVFD can give their report first tonight. Motion was seconded by Chairman Sigel and approved unanimously.

Chairman Sigel moved to approve BLVFD training request for 5 firefighters to attend the Mid-Winter Fire School for \$2500. Motion was seconded by Secretary Essley and approved unanimously. PA 222

Chairman Sigel moved to approve BLVFD repair of BL10 ball joints at a 50/50 split and total cost of \$700 (\$350 ACFD/\$350 BLVFD). Motion was seconded by Treasurer Witt and approved unanimously. PA 223

Please turn in Emergency Reporting that first of the year, if possible.

VVFD – The tree sale went well, they had more trees this year and sold out a week faster.

TSVFD – Closed for the season.

CVVFD – Responding to medical calls, mostly the ski area. Their next year scheduled maintenance program is complete.

Chairman Sigel moved to approved Central training request (2-Sheridan, 8-Mid-Winter Fire School) for \$2400. Motion was seconded by Treasurer Witt and approved unanimously. PA 224

They had an academy graduation party that was paid out of donation money.

Tender – Looking for some sort of warranty on the transmission. There is a rebuilt transmission for \$5500 plus \$2000 to install. No quotes yet. Central to share this information with VVFD.

Chairman Sigel moved to approve \$7500 of ACFD#1 funds to repair AC31. Motion was seconded by Treasurer Witt and approved unanimously. PA 225

They received the VFA grant with a \$10,000 match.

Pilot Hill Project – Chairman Sigel suggested we start looking for a \$100,000 grant for equipment and trailer to be able to rescue people. If that State land swap happens, we could talk to SLIB.

New Business – Federal W-4's are changing for 2020 and all volunteers who receive compensation are required to fill out a new one. (This requirement has come into question since the 12/18/19 meeting)

Expenditures by the Board totaling \$34,600 to include two payments of \$10,750, one made in December and one made in February, to close out the Central Station land purchase; BLVFD training request for 5 firefighters to attend the Mid-Winter Fire School for \$2500; BLVFD repair of BL10 ball joints at a 50/50 split and total cost of \$700 (\$350 ACFD/\$350 BLVFD); Central training request (2-Sheridan, 8-Mid-Winter Fire School) for \$2400; and \$7500 of ACFD#1 funds to repair AC31.

Next meeting January 15, 2020.

Board adjourned into Executive Session to discuss personnel matter at 7:00pm. Board reconvened into the regular meeting at 7:01 pm. Meeting adjourned at 7:02 pm.

Respectfully Submitted,  
Michele Turner, ACFD#1 Administrative Assistant