

Albany County Fire District #1 Board Meeting Minutes February 19, 2020

Meeting called to order at 5:07 pm. Board members present were Art Sigel, Joe Witt and Jon Essley.

Begin by considering bids for Central Station Project with Collin Fossen from Dowl. There was a bid opening on February 5, 2020, three bids were received, two local and one out of Rawlins. All bids with in good faith and equitable. The Apparent low bidder was Shepard Construction. Due to funding constraints though SLIB the drawings presented in the RFP were outside of the budget, therefore several of the interior items have been struck from the bid, equally across the board. Dowl recommends the bid be awarded to Shepard Construction minus the items that were removed across the board for a bid of \$579,840 as determined by the extended price for each bid item in the form. Questions/comments – Will the items that were struck affect the functionality of the structure? It will still provide a heated structure to house the equipment. After the award is made we can negotiate as a value engineered option to reestablish some of the potentially reduced efficacy of the building. Any items not finished now could also be finished at a later time with other grants. Chairman Sigel moved to accept the owners' representative's recommendation to accept low bid award. Motion was seconded by Treasurer Witt and approve unanimously.

Adjourned at 5:16 pm for break. Reconvened at 5:21 pm.

No comments from the public.

Chairman Sigel moved to approve the January 2020 board meeting minutes as presented. Motion was seconded by Secretary Essley and approved unanimously.

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

LARC - EMA has initiated a resiliency assessment with Homeland Security. One night dispatcher is very soft spoken and hard to hear.

County Fire Warden – Chairman Sigel moved to pay ACFD#1's half of the premium for the Fire Suppression Account in the amount of \$8,301.91 with the check to be delivered directly to the County Fire Warden. Motion was seconded by Treasurer Witt and approved unanimously. If departments would like an Engine Boss Paperwork refresher this spring, Chad will help or conduct one, just let him know.

ISO Audit – Tim Young has left ISO and they changed their regular cycle from 4 years to 5 years. WyoColo would like one sooner as their ISO rating should improve for 250 homes. ISO audits are a lot of work, was agreed to go with regular cycle with the next audit in 2021.

Reimbursement Policy – All tenders are part of the water hauling program and it would make sense to have them maintained by that fund through ACFD#1. As for the new tenders, ACFD#1 purchased those, not the departments, so ACFD#1 should be the district's obligation. Board was questioned how long they plan on maintaining the 50/50 split on maintenance, etc. It is in place until we rebound from where we are at. Station related maintenance – What is defined as regular maintenance and repairs? Snow removal, spraying for pests could be considered regular maintenance. Regular maintenance items are done by members, already investing time and money to do this, then also have to pay for expenses. Provide some guidance with this document. In general most other items will be met 50/50, with exceptions of general acquisition. Chairman Sigel moved to approve Secretary Essley's addition to B.1.a. (6) The District will pay 100% of maintenance and repairs on all tenders of 2,000 gallons and above and the revision to A.2.b.1.c. "Individuals must be a qualified in-District firefighter". Motion was seconded by Secretary Essley and approved unanimously.

CDL Training – Difficult to get people to step up and do the CDL training. The district could pay out of the training budget for the \$250 fee. Policy for the district is more strict than NWCG for CDL licensing/drivers.

BL15 Engine – 1996 5-ton chassis was donated for free; sent to WSF with an estimate for wildland fire package of \$30,000, with a 50/50 split (ACFD\$15,000/BLVFD Station 4 Associates \$15,000). Changed order to include equipment for 90 point ISO truck, estimate increased to \$45,000. Station 4 Associates are good for \$27,500. The truck sat for a year or two because WSF shut down and rebuilt their shops. Because of delay cost increased and price increased to \$55,000. The Board has declined to pay over runs in the past. The Board recommends the BLVFD Chief and Project Manager discuss with WSF to bring the price down or offer a payment plan (eliminate some of the overhead costs while the vehicle sat during their remodeling).

Fire Pay/Truck Pay - Chairman Sigel moved that in the future it will be the Board's practice to pay out federal fire truck pay over a three year period as follows 50% of a given year's federal fire truck pay in the immediately following first quarter; and pay out 25% in the immediately succeeding first quarter period of the second year; and pay out 25% in the immediately succeeding first quarter period of the third year. Motion was seconded by Secretary Essley and approved unanimously. Chairman Sigel moved to pay out 50% of the 2019 federal fire truck funds within the next 10 days to the respective departments (total of \$24,091.92). Motion was seconded by Treasurer Witt and approved unanimously. Secretary Essley moved that single resources will be paid at 50% upon receipt of correct paperwork being turned in, if they have gone out with a district vehicle that is getting paid from the fire as well; they will also receive their travel voucher when paid the 50%. If firefighter does not take a district vehicle that is getting paid, the firefighter will be paid 25% upon receipt of correct paperwork being turned in; they will not receive their travel voucher payment, or payment for their personal vehicle (POV), until ACFD#1 receives reimbursement from the State for that fire. If the firefighter is flying this would fall under the 25% reimbursement category. Motion was seconded by Treasurer Witt and approved unanimously.

Summer 2020 Fire Pay Outlook – The Board will continue to keep everyone informed and watch the cash flow projections. The new station grant has its own line in the budget (the whole project has a cost of \$800,000 with \$600,000 of that coming from SLIB reimbursements). So ACFD#1 will spend 25 cents for every 75 cents of SLIB funds spent on the project. The \$200,000 being spent by ACFD#1 was set aside in a reserve account as required when the SLIB application was submitted in February 2019. Mentioned that we need to slow down spending and keep to a certain level, however, departments are not aware of what that level is or what performance at that certain level would look like. This month ACFD#1 has \$6900 to spend on PA's. The Board is elected to support the district and at certain times has to spend more money on one department than another, emergency repairs always have priority though. Discussion regarding the "donut" and the LFD contract which covers the "donut" at this time. Chairman Sigel agrees that it has affected the district and we have to get through it. There are a lot of demands and limited resources. The district can't be expected to pay for everything. The auxiliaries can't be expected to pay for everything. The Board will consider letting departments use truck funds to fund projects.

Workers Comp – We have 138 people on Workers Comp, but by department there are 98. Quarterly reports sent to departments are helpful. Monthly rosters sent to Teri Jo and Michele would also be helpful.

Benefits for Probationary Firefighters – The Board does not feel we should be providing MASA and WRS benefits to probationary firefighters, that they should be with the department for a period of time. They could qualify at the end of 6 months, if they are considered active and have met the meeting requirement of 6 meetings per year (in this case it would be one meeting per month for six months). Chairman Sigel moved that probationary volunteer firefighters need to achieve active status to be qualified for enrollment in district benefits. Motion was seconded by Secretary Essley and approved unanimously.

LFD Contract Development – Met with Chief Johnson and the overall goal is to be more independent of the automatic call response of LFD. Volunteer fire departments with Casper and Rock Springs do not have a contract with the City fire departments. The city responds when the volunteers ask them to respond (this runs between 4-8 times/year). LFD responded 216 times, which is 31% of the total number of responses they made everywhere. Over three years, the Board would like to move to something similar. First year, cease auto dispatch of Laramie on wildland fires, LFD can still be called. Use of Central as backup.

Budget Allocation Options – Get insight into how we assemble a budget. Not proposing that any one of the allocation approaches is the answer. The answer is a negotiated discussion based on experience. So much is unpredictable, especially the engines.

Chiefs Report – Is there an update from the Board regarding the vehicle and/or tender dispatch policy. Can be on the board for the local area essentially with any tender except the 4000 gallon tenders. When on the Board locally that can mean several counties. Could mean Cody, Powell and if they dispatched they are committed.

BLVFD – Will be moving high speed internet to Vista Beam, it is installed for free and they install a 100-foot tower for free. The commitment is 5 years. BLVFD is getting ready to celebrate 50 years.

VVFD – Master switch is needed on the tender. Plan on divesting the old suburban. Workers comp cannot be paid on contractors.

TSVFD – Is snowed in.

CVVFD – Need to replace station garage doors as they no longer seal.

Central – Chairman Sigel moved to increase PA225 up to \$8400 for transmission repair. Motion was seconded by Treasurer Witt and approved unanimously. Master switches need to be installed on all of the tenders.

Board PA/Spending Recommendations - \$6900 to spend tonight

Secretary Essley moved to approve the acquisition of a type 6 engine for \$50,000 paid for by CVVFD's auxiliary. Motion was seconded by Chairman Sigel and approved unanimously. This will replace Engine 1.

Secretary Essley moved to approve \$1500 for wildland gear for VVFD. Motion was seconded by Treasurer Witt and approved unanimously. PA 229

Secretary Essley moved to approve \$2700 for one set of bunker gear for CVVFD. Motion was seconded by Treasurer Witt and approved unanimously. PA 230

Secretary Essley moved to approve \$3000 for 3 sets of wildland gear for BLVFD. Motion was seconded by Chairman Sigel and approved unanimously. PA 231

New Business:

Chairman Sigel moved to approve PA 227 for BLVFD's emergency repair of BL9 at \$1200.

Motion was seconded by Treasurer Witt and approved unanimously. Chairman Sigel moved to approve 75 firefighter's enrollment in MASA at \$7425 with payment due March 1, 2020.

Motion was seconded by Secretary Essley and approved unanimously.

Expenditures by the Board totaling \$48,218.83 to include ACFD#1's half of the premium for the Fire Suppression Account in the amount of \$8,301.91; 50% of the 2019 federal fire truck funds within the next 10 days to the respective departments (total of \$24,091.92); \$1500 for wildland gear for VVFD; \$2700 for one set of bunker gear for CVVFD; \$3000 for 3 sets of wildland gear for BLVFD; PA 227 for BLVFD's emergency repair of BL9 at \$1200; and 75 firefighter's enrollment in MASA at \$7425.

Next meeting March 25, 2020 at 5:00 pm

Meeting adjourned at 8:41 pm.

Respectfully Submitted,

Michele Turner, ACFD#1 Administrative Assistant