

Albany County Fire District #1 Board Meeting January 17, 2018

Meeting was called to order at 5:05 pm. Board member present were Art Sigel, Joe Witt and Jon Essley.

Minutes of the previous meeting were read. Chairman Sigel moved to approve the minutes. Motion was seconded by Treasurer Witt and approved unanimously. The minutes will no longer be read at the start of the meeting. Wide distribution of draft minutes will go out via email on the Friday before the meeting for everyone to review. The Board will then ask for comments/corrections during the Board meeting and then approve the minutes, as distributed or as amended, without the minutes being read.

Chairman Sigel moved to approve the financial report. Motion was seconded by Secretary Essley and approved unanimously. W-2's will not be sent out until all new W-4's and I-9's are complete. If for any reason ACFD#1 has to cancel a check in your name the \$30 fee will be deducted from your check.

Laramie Fire Department - Jeremy Belaski has a live burn day planned.

County Fire Warden – Annual Operating Plan (AOP) meeting is on Feb 15 in Casper. SF-44 is a bill getting ready to go to legislature- this bill will provide federal fire reimbursements to districts faster than the current process.

Election of Board Officers – Chairman Sigel moved to approve the slate of officers as it has been for the Albany County Fire District #1 Board. Motion was seconded by Secretary Essley and approved unanimously.

Nine-mile road letter – Chairman Sigel drafted letter to be sent. The Board is ok with the letter, and will send after receiving the attorney's input.

Larimer County revisions to agreement – The revised agreement was completed this month. Responding firefighters will be paid at the rate of the job they are performing when they respond in Larimer County.

Simultaneous paging – The Board is looking for consistency, if not consistent please write an email to Steve to let him know.

MASA Insurance – Treasurer Witt has signed the form, Michele will submit the application and then forward information for the firefighters to fill out to sign up for coverage.

Chairman Sigel moved to elect Chad Dinges as ACFD#1 representative for the upcoming February 2018 AOP meeting. Motion was seconded by Treasurer Witt and approved unanimously.

Cash management – The Board is hopeful to have something to discuss next month.

Five year plans – Items to be addressed included ISO rating goals, trucks, water supply, building and issues. TSVFD and Wild Horse hit all those items. The following need incorporated into your plan, even if you feel it is not an issue or you are satisfied with where you are (just state that in the plan):

Central – missing water supply and issues
CVVFD – missing water supply and issues
BLVFD – missing issues
VVFD – missing ISO ratings and water supply

2018 ISO Audits – There was speculation last month perhaps BLVFD Station 4 and Central might want to be audited to improve their ISO rating. Any others? If late enough in the year, CVVFD Station 3. We will look at October so it would still be early enough to do pump tests.

LFD Contract – Chairman Sigel would like to rewrite the contract so one side describes structural and one side describes wildland. Chairman Sigel is proposing no changes to structure fires right now. LFD would continue to respond to all calls for structure fires and IC would stay with LFD. For wildland Chairman Sigel is proposing that LFD would go to a secondary position. ACFD#1 would be IC, with LFD available if we chose to call them, they would respond if available. ACFD#1 would keep LFD in the loop to be able to respond with apparatus if needed. LFD's wildland response would then be limited to requests from the affected department. Is the District ready to step up and take command of wildland fires now, next year? As for disregards, LFD feels there is no problem eliminating them right now and are working on eliminating them internally. Changes in the contract must be negotiated by the first of April.

Comment to By-Laws Draft-

Article 1 – No comments
Article 2 – No comments
Article 3 – No comments
Article 4 – No comments
Article 5 – No comments
Article 6 – No comments
Article 7 – A – No comments
B –

1. When does the Board want to see SOP's from the departments and what are they using as resources. Chiefs are the most like resource. They will need to see the policies and procedures to make sure they align with the districts. These could be "administrative" only. Define "administrative".
2. No comments
3. Question – opposite of what was decided a while back – can only be a member of one department but can respond with any department

4. BVLFD will have to rewrite by-laws; disciplinary action is now at the chief's discretion, and would be taken away from the membership. Termination should be allowed with consultation of the membership. This takes away authority of the membership and gives it to the chief. That is what caused the problem with LLVFD to begin with. This wording will cause problems. Chairman Sigel requested volunteers take the time to communicate with the Board what they would like to be said. The membership should have authority, so more than one person has authority.
5. No comments
6. No comments
7. Example – CVVFD buys EMT equipment and then gets reimbursed by the auxiliary. Is that co-mingling?
8. No comments
9. No comments
10. And 11. For training and record keeping – IC across boundaries of the district – will that information need to be shared/monitored? Chiefs will need to consider; need to be consistent across departments.

Article 8 – No comments

Article 9 – No comments

Article 10 – No comments

Article 11 – No comments

By-Laws make no mention of EMS activities, what does it do to those departments who are doing EMS? The district has informally supported EMS activities.

Maintenance Committee - Secretary Essley moved to disband the maintenance committee and reconvene a maintenance task force as needed. Motion was seconded by Treasurer Witt and approved unanimously.

BLVFD – Working on BL15. Six people attended the WY Fire Academy.

VVFD – Chassis for new truck is in. VV3 is not running. The department voted to look for a buyer for the ambulance. There is a new gurney that LLVFD purchased, should they pull the gurney for another department or keep it with the ambulance to maximize the money they can sell it for? Board asked that VVFD check with the other departments to see if they would like it. Five people attended training in Riverton.

CVVFD – Chairman Sigel moved to approve \$1800 of CVVFD funds to repair Engine 2. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA 126 Application for special use lease for Station 3 has been submitted with the next meeting April 3rd or 4th. Several people attended training in Riverton. Unit 10 had a tire issue and was replaced for \$200; it also developed a running issue- seems to be ice affecting the sensors and stressing out the computer and fuel injection system. Going through older structure PPE, some will no longer be serviceable.

Central – Several people attended training in Riverton. Working on the RIT pack. Would like to apply for an Assistance for Firefighters Grant (AFG) through FEMA. Central would be eligible of a minimum of a 5% match. Secretary Essley moved to approve up to \$6000; \$3000 of that Central funds and \$3000 of that ACFD#1 funds for Central to purchase a bunker gear washer/extractor, bunker gear dryer and a SCBA air bottle fill station contingent upon Central's receipt of the Assistance to Firefighter's Grant. Project Code – PA 127
Secretary Essley moved to approve up to \$7500 for three sets of full bunker gear for Central's new members. Motion was seconded by Chairman Sigel. Treasurer Witt asked for clarification on the number of firefighters that are members of Central and how many of them actually need bunker gear. Motion was approved unanimously. Project Code – PA 128

New Business - Chairman Sigel moved to consolidate the LLVFD checking account into the ACFD#1's general account. Motion was seconded by Treasurer Witt and approved unanimously. Account should be closed. If we can garner enough people to volunteer, the department would be reinstated. Auxiliary funds could be used to start the department again. At this time the Board feels a responsibility to secure the auxiliary money. Any funds spent should be reviewed with Treasurer Witt before actually being spent. The Board is not managing the money, they just want to be good stewards of the money.

Expenditures approved by the Board totaling \$15,300 to include \$1800 of CVVFD funds to repair Engine 2; up to \$6000 (1/2 ACFD#1 funds, ½ Central funds) to purchase bunker gear washer/extractor, bunker gear dryer and SCBA air bottle fill station contingent upon Central's receipt of AFG grant; and up to \$7500 of ACFD#1 funds for Central to purchase three sets of bunker gear.

Meeting adjourned at 8:29 pm.

Respectfully Submitted,
Michele Turner, ACFD#1 Administrative Assistant