

Amended Albany County Fire District #1 Board Meeting February 21, 2018

Meeting called to order at 5:05 pm. Board members present were Art Sigel and Joe Witt.

No comments from the public.

Chairman Sigel moved to approve the minutes from January 17, 2018 as distributed. Motion was seconded by Treasurer Witt and approved unanimously.

County Fire Warden – There were no significant changes to the AOP. There is one agreement that is statewide that covers the basic groundwork and then separate agreements for each regional area. House Bill SF44 is going into the legislature and Chad is encouraging everyone to contact their representative to support this bill as it is critical to what we do.

Chairman Sigel moved to approve the financial report as presented. Motion was seconded by Treasurer Witt and approved unanimously. Please get Teri Jo a list of seasonal firefighters so they can be removed from Workers Comp.

By-Laws Draft #4 – Open for comments. Megan clarified that no one is missing a draft, the numbering is just for the attorney.

Changes have been made from the comments that were logged in January. Board feels these By-Laws accomplish several objectives including to define the relationship between the Board and the Departments and also lay out procedures for dealing with personnel issues and tries to put as much freedom to manage with the departments, but still comply with State laws. BLVFD feels there is an apparent imbalance stated in the By-Laws as autonomy and independence are set forth clearly but followed with statements of “sole discretion lies with the Board”. This only applies as a money issue. As per the Wyoming State Auditor, the individual departments have no legal standing with the State, only the Board does. The Board has the sole fiduciary responsibility as per the state auditors, so the Board is responsible for every dollar that is spent and must be in compliance with State laws. The Board is required to submit a budget every year and the auditors question how we are spending the money in our budget, they review everything. They also question how we are spending money we don't have in the budget. For example, when the Board agrees to a 50/50 split to purchase equipment.

Also, as per the auditors, there can be no co-mingling of funds. Private funds to support the volunteer departments must go the auxiliary. If the auxiliary donates equipment to the department, it then becomes District property. However, the Board doesn't not want to “take” of any of the departments' property. The Board is here to support the volunteers. The Board feels the By-Laws that have been drawn up give boundaries within which to run the individual departments, they are written legally to be binding, but also in a generalized fashion so that departments can run and operate, they don't feel they are constrained. However, if these By-Laws create a bind somewhere, then it can be discussed and possibly revised. As for EMS the District has a quandary they are trying to work on. They value EMS but this area needs more development.

Cash Management – Approximately \$201,923.09 in total engine pay is expected. Ten percent will go to the District and they will hold \$100,000 to put into the general fund earmarked for federal fire pay. If you have an outstanding PA those projects will still be funded. Distribution to the departments will be about 45% of the remaining amount for a total of about \$86,475.76: BL is \$25,148.58, Central is \$5,934.72, CV is \$36,891.46, VV is \$13,804.08

Keystone Fire – In the initial stages only 25% was paid for engines on structure protection. Art proposes \$4500 out of boards 10%, go to each department, so all engines are equitably paid at 100% payout on trucks. BL \$1585, CEN \$564, CV \$2011, and VV \$585.

The Board feels this will allow ACFD to continue an active program allowing for payment of volunteers from district funds as soon as possible, given paperwork is turned in correctly.

These current funds will then go back to the departments once the money from the 2018 federal fire season is received.

Five year plans – They have been reviewed and they are accepted. A formal motion will be at 7pm. The Board will now review them carefully and make some judgements about what can reasonably be funded.

MASA Insurance – We encountered a situation with part-time volunteers who reside in Colorado. They were included in the 50 submitted to the insurance company. However, we don't know how they are going to handle that. One change between our last meeting and enrollment is now it just covers immediate family.

ISO Audit – Board and Volunteers would like to have another audit to qualify Central and Big Laramie's Station 4, and possibly Centennial's Station 3. Looking at October, however it was requested to avoid October 1st and October 15th. Art will proceed to set up timing and preparations with ISO.

LFD Contract – The Board is engaged in a conversation with Laramie about making changes to the contract. Principle change is (in force July 1) that structure and wildland are separated and LFD continues "as is" for structures. On wildland fires, the district will be called. Concerns from the Chief's about ACFD#1's ability to handle those calls and be in a position to respond every time. Also what about the communication breakdown, we would be relying on dispatch to relay quick, reliable and accurate information, as well as getting the pages sent out correctly. Right now we are guaranteed fire protection of the County and if we back out of the contract there might be concerns from the residents of the County. This is for wildland only, if it's a wildland urban interface fire, it is assumed that structures are threatened and LFD would be called because it would fall under structure protection. This is about the District growing into IC role and taking on more full responsibility for the fires we have. The Board created an Ad hoc committee led by the Chief's to define what we should do for summer 2018. Chiefs to take back to departments and be prepared to present at the March meeting because of deadlines imposed by the present Contract.

Phone call to Secretary Essley at 7pm for voting:

Lengthy discussion on by laws. No changes to draft 4

Chairman Sigel moved to approved ACFD#1 By-Laws Draft #4 as presented. Motion was seconded by Treasurer Witt and approved unanimously.

We discussed the possibility of an ISO audit in October and there is general agreement in moving forward. Chairman Sigel moved to proceed forward toward an ISO audit in October. Motion was seconded by Treasurer Witt and approved unanimously.

We distributed the detail sheet on cash management and it was well received by all here. Treasurer Witt moved to accept the cash management proposal as presented. Motion was seconded by Secretary Essley and approved unanimously.

Chairman Sigel moved to accept the five year plans as submitted and the Board will move forward and evaluate the spending that is proposed to determine what is possible with further discussion of spending in April. Motion was seconded by Secretary Essley and approved unanimously.

Chief's Report - Short meeting because of a page. Chairman Sigel is wondering where they are at on the maps as he needs them so he can get on Allen Frank's schedule.

BLVFD – Station 4 is moving along, but it will be spring before the natural gas heater is ready. T2 is at Station 1, it has electrical issues and needs a compression test done. It is key to ISO 5 rating at Station 1 though.

VVFD – Michele will call and get a forecast on the expected reimbursement check. Treasurer Witt moved to approve \$1694 to install a security system and an initial \$120 (\$40/month billed quarterly in advance) for monitoring service for a total of \$1814. Motion was seconded by Chairman Sigel and approved unanimously. Project Code – PA 129 For loss of theft, can they replace the saw (~\$349) and compressor (~\$129) out of department funds; Board agrees that yes VVFD can replace those items.

TSVFD – Still out of service. They are going to buy a safe at Murdoch's to put some valuables in.

CVVFD – They can get a bid from Logan at Ski Area about putting in internet security cameras. Chairman Sigel moved to rebuild and recertify 10 SCBA bottles at a total cost of up to \$3100. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA 130 Chairman Sigel moved to approve a total of \$890 at a 50/50 split to modify Tender 8. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA 131 Chairman Sigel moved to approve repair of Engine 9 for a total of \$1025 at a 50/50 split. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA 132

Chairman Sigel moved to approve a total of up to \$1500 at a 50/50 split to repair Unit 10. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA 133

Central – Received Wyoming State Forestry VFA grant. Coolant leak on AC20 that needs to be fixed. If ACFD#1 is still paying for the dumpster at LLVFD, can it be moved to Central? Board answered yes.

Expenditure totaling up to \$8,329 to include \$1814 to install VVFD security system and month monitoring for the first quarter; up to \$3100 for CVVFD to rebuild and recertify ten SCBA bottles; a total of \$890 (\$445 ACFD/\$445 CVVFD) to repair CVVFD Tender 8; a total of \$1025 (\$512.50 ACFD/\$512.50 CVVFD) to repair CVVFD Engine 9; and up to \$1500 (\$750 ACFD/\$750 CVVFD) to repair Unit 10.

Next Meeting is March 21, 2018

Meeting adjourned at 7:58 pm

Respectfully Submitted,
Michele Turner, ACFD#1 Administrative Assistant