ACFD1 Board Meeting Minutes
July 15, 2026

Present: Chairperson Matt Burkhart (attending remotely), Secretary Jon Essley, Treasurer James Jackson

1. Meeting called to order at 1741 hrs. (5:41 pm)
2. No Executive Session held
3. Approval of agenda
    a. Changes to agenda: add reallocation of truck and donation of shelters to Big Laramie to the action items
    b. Approval of the agenda as amended – passed unanimously
4. Public Comment
    a. None
5. Approval of Regular Board Meeting of June 17, 2026
    a. Chairperson would like to hold approval until the August meeting so the board has a chance to review and and be out there for the public as the June 17, 2026, meeting minutes were not available until shortly before the meeting started
    b. Motion to hold approval until August was approved unanimously
        i. Chairperson would like to have the meeting minutes completed seven days after the regular meeting.
6. Report – Outside Agencies/Guests
    a. Larmie Fire Department not in attendance (no report)
    b. Emergency Management not in attendance, Secretary Essley read the report regarding radios for departments
    c. Dispatch, LARC not in attendance (no report)
    d. Fire Warden not in attendance, Ops Chief Kugel read Fire Warden's report
        i. Did fuel testing, did not have the results back yet, but he is strongly leaning towards a burn ban in the future depending on weather conditions
7. ACFD1 Reports – Departments and Chiefs
    a. Operations Chief

    i. Fire pay – additional paperwork for 2025 that was not billed, OPS Chief and Wildland Coordinator worked together to bill another nine reports and two that have not been billed but is in the process of completion
    ii. Reported current billing and can keep up with all the billing
    iii. Tenders: Vedauwoo's is close to being completed, Central's is due in mid-August, Big Laramie's will be done in the fall
    iv. Type 3 for Central is complete, looking at delivery options
    v. RFP for WYCO's Command truck has been posted and will close on July 29, 2026
    vi. Talk to Kate at EMS for new radios
    vii. CAD Connect process is close to being completed
    viii. Image Trend Elite - OPS Chief will schedule training soon
    ix. Gabrielson Fire – let OPS Chief know if you have any open invoices and anything that has not been repaired
    x. Questions – Comments – payroll add a separate column for impact funds and another column for fire pay; it was suggested a contract amendment be used for the Type 3 delivery
b. Tie Siding
    i. One truck in the repair shop, 14 members, one person on medical light duty, cisterns are full
    ii. No questions
c. Centennial
    i. One person resigned, one new probationary member, have bid for concrete retaining blocks, had a single resource in Utah, had several medical assist calls, July 4 standby was very busy, diesel tank was vandalized which has be taken care of
    ii. No questions
d. Big Laramie
    i. Membership at 15, need adjustments to a couple of PAs, no deployments, 7 calls in July, one apparatus in shop, picked up new ATV, fundraiser is scheduled for August 16, 2026, at Woods Landing
    ii. No questions
e. Central
    i. 25 calls in July, new rescue vehicle is working well
    ii. Scott reported that Centennial's three apparatuses are titled, insured and registered – waiting for certificates
    iii. No question
f. Vedauwoo

   i. Department will miss previous Chief Matt Isborne as he has made many contributions during his service
   ii. 87 calls outs, 17 members, No new PA requests, PA for generator should be closed out shortly, PA for cistern is in progress, other PA's will be discussed in action items, all engines are in service, tender that is being replaced will be available at no cost, Chief asked about reporting – OPS Chief explained how that will work with Image Trend, Department would like to use District 10 to help with calls during Vedauwee's recruitment process, Interim Chief asked the OPS Chief questions regarding a tender
   iii. No questions
g. WYCO – OPS Chief Kugel reported that Chief Tully and Assistant Chief Pafford are deployed
h. Wildland Coordinator
   i. Discussed more information about a fire ban, everyone works together to get calls out and handle any requests during deployment
   ii. The Coordinator answered questions about who does what and when on a call that includes several departments
i. EMS
   i. Reported on insurance requirements
   ii. No questions

8. Finance
   a. Treasurer Jackson reported on income, expenditures, balances, bills to be paid and department reimbursements
   b. No questions
   c. Motion to approve the financial report as presented was unanimous
9. Impact Funds Summary and Updates
   a. Scott will look at the balance of the Impact Funds and present it at the next meeting in August
10. PA approval and discussion
   a. Central request was discussed
      i. Motion to approve the PA for Central using $1,106.03 department funds was unanimous
   b. Big Laramie request was discussed
      i. Motion to approve the two PAs for Big Laramie, using $27,000 department funds with two ayes and one abstention
11. Action Items to be voted on
   a. ACFD1 Medical Direction Aligned Providers of WY contract Approval
      i. This item was supposed to be the approval of the contract, it is still in

discussion, so Item b. will be rolled into item a.

   ii. Contract was reviewed by Chairperson Burkhart
   iii. Motion – to include action items a. and b. and that it is acceptable to move forward to develop the contract with a cap of $12,000 annually and agree to the $200.00 per hour rate with a maximum of 60 hours per year and hours will be invoiced individually was approved unanimously

b. Big Laramie's request for a Type 3 or 4 engine was tabled until the August
   i. meeting, Big Laramie will bring forward some specifications at that time

c. Reallocations of funds for Vedauwoo was discussed
   i. Motion to approve to rescind the funds for a type 6 and reallocate for a type 4 from State Forestry not to exceed $80,000 was unanimous
   ii. Scott will work with Vedauwoo to develop an RFP for cistern
   iii. Tractor and building purchase was discussed. Chairperson suggested starting a RFP and consider decision at August meeting
   iv. Motion to approve development of RFPs for tractor and 30x32 building in order to get bids was unanimous

d. Tie Siding requested a last-minute item to the agenda which was approved
   i. Had been approved for a new Suburban pickup truck, instead Tie Siding would like to keep the Suburban and put the money toward the Purchase a new pickup truck
   ii. Motion and amendment to the agenda and to allow Tie Siding to combine the two previous allocations of $50,000 to $60,000 to one new pickup truck for a command rig was 2 ayes and one abstention

e. Impact Fund Expenditures: Extra-duty Pay
   i. Do not need address as there were no extra duty hours submitted
   ACFD1 FY27 Budget Approval

f. 2027 Budget was reviewed by Treasurer Jackson
   i. Motion to accept the proposed budget adjustment as presented was approved unanimously

g. Donation of shelters to Big Laramie
   i. Motion to accept the donation to Big Laramie Friends for a cash donation of $1,802.99 to be put towards fire shelters for Big Laramie was approved with two ayes and one abstention

12. Board Topics for Discussion
    a. No topics for discussion
13. New Business
    a. No work session in August
    b. Next meeting is August 19, 2026

14. Adjourn
    a. Motion to adjourn was unanimous
    b. Adjourned at 2037 hrs. (8:37 pm)