

Albany County Fire District #1 Board Meeting July 20, 2016

Public Budget meeting called to order at 4:16pm by Chairman Sigel.

Board members present were Art Sigel, Joe Witt and Jon Essley.

No persons representing the public attended. The Board received no input from departments so requests will now have to be taken later. Treasurer Witt moved to approve the budget as presented. Motion was seconded by Secretary Essley and approved unanimously.

Public meeting for the budget adjourned at 4:21 pm.

Board was called into Executive Session at 4:22 pm by Chairman Sigel.

Regular Board Meeting was called to order at 5:39 pm.

Board members present were Art Sigel, Joe Wit and Jon Essley.

Chairman Sigel moved to engage Megan Goetz as attorney for ACFD#1. Motion was seconded by Secretary Essley and approved unanimously.

Minutes of the previous meeting were read and discussed. Treasurer Witt moved to approve the minutes. Motion was seconded by Secretary Essley and approved unanimously.

The financial report was discussed. The board accepted and will pay the vehicle repair bill from Laramie GM for Little Laramie VFD's ambulance. Secretary Essley moved to approve the financial report. Motion was seconded by Treasurer Witt and approved unanimously.

Chairman Sigel moved to purchase 10 radios at a cost of \$38,000 to be purchased with the 2001 special purpose tax money. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA66

EMA – The radios under Aimee's grant have been distributed. Chad needs to know the individuals that the radios have been assigned to. We must have strict accountability of these radios.

LFD – The agreement was dropped from the City Council agenda because of misinformation. Chief Johnson has to clarify some of the questions put forward by the Public Works Director and the head of the Water Department. He has it on the agenda for the first City Council meeting in August. There is an effort to account for water, which means they need to know where the water is going. When a request is made to use Laramie water the volume expected to be used must be reported. There also needs to be a training program in place that has guidelines for call-ins for notifications. Water use notification must be made to LFD until hydrant use training is completed, then water use notification can be made through Dispatch. Until the agreement is in place, call LFD and have them assist if you need to refill using a City of Laramie hydrant. We need to be very careful and deliberate about this, as this agreement is very important. Chief Johnson will let ACFD#1 know when the agreement passes and we will put out notice to that effect.

Cisterns – The Board will wait to address alternatives to cisterns until we have an agreement in place with the City of Laramie. City of Laramie hydrants are a very key water source (however, not the only one) to be able to offer alternatives to developments. Discussion ensued regarding drop tanks. The Board is willing to spend money on drop tanks that set up quickly on a fire. Chad and Brett will look into

this option. This could be approved through email before the next meeting as it passes the test of “serious immediate concern”.

Maintenance Committee met and has looked at the vehicle ranking system. We can hire a mechanic to inspect for the rating system or have the departments handle themselves. Jim Brehm has already rated CVVFD; BLVFD will do themselves, LLVFD would like to have someone do it, VVFD can do themselves, and TSVFD will also do their own. Please turn in vehicle reports by the August meeting.

Chairman Sigel moved to appoint Dylan Whitmer as the Central Area Manager. Motion was seconded by Treasurer Witt and approved unanimously.

Secretary Essley moved to spend \$40,500 for replace tires on the tire priority list two for the 2016/2017 fiscal year. Motion was seconded by Chairman Sigel and approved unanimously. Project Code – PA67

Chairman Sigel moved to change the Driver’s License Requirements (1/26/12) policy and the Driver’s Licensing (6/15/11) policy to allow a Z endorsement in place of a Class B License. Motion was seconded by Treasurer Witt and approved unanimously. Chairman Sigel instructed the Department Chief’s to create a system within ACFD#1 to generate the required “Affidavit of Competency” for the Z endorsement. The person signing the affidavit must hold that license as well. We don’t want to lower our standard for people that are driving trucks.

Jeremy Bircher was appointed to head up the Training Committee. Chairman Sigel would like to have an annual training program that is published. It’s also important for the committee to be active and have members participating from every department. Livermore Fire would like to do training exercises with us. Currently we are working on a MOU between ACFD#1 and Larimer County.

New business:

There was an ISO meeting at end of June (fire season had started). Chairmen Sigel would like to schedule the ISO Rep, Tim Young, back here on the Thursday following our October meeting (10/20/16). He can be here in the evening and that next morning to meet with the Chief (or Chief’s designee) and go through the ISO process and forms that must be filled out.

Travis would like an answer on his appeal. Chairman Sigel asked if he had studied the disciplinary procedure. Travis answered yes and that he attempted to follow it. Chairman Sigel advised Travis that he needed to go through the department first. Travis responded that he has tried but hasn’t gotten a response. What if the department chooses not to respond? Chairman Sigel stated that would be special case that the Board would have to consider then. Megan advised that all communication should be provided in a written filing to the Board tracking the correspondence and lack of response, if already submitted, she recommends resubmitting to Chairman Sigel so he can see the whole package. Travis was instructed to send the complaint to the department and if he does not receive a response within a one week period then he should file a written complaint/grievance with the Board that explains his position. Megan ended by stating that once the above procedures are followed the Board can then determine what additional procedures will need to be followed.

The Board is reconsidering supporting EMS and will likely move away as we can, and the let the system that is supposed to provide EMS work in this situation. Our mission is fire.

Department Reports:

Central – AC20 now has water on it. Both AC20 and AC27 need some maintenance. An account should be set up for Central.

CVVFD – Chairman Sigel moved to approve CVVFD's expenditure of \$9000 to purchase 3 radios. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA68

Permission was granted for CVVFD to repair the carburetor on one of their rescue unit and then sell it. Cost between \$400-500. Project code – PA69

Single Resources – Last month the board suggested that three teams be sent out during fire season. This stretches the district in terms of Engine Bosses. The challenge is having enough people and a pyramid of trained people. Also, when a single resource is dispatched that person receives valuable training that can then be brought back to the district with the added advantage that this training is being paid for by the federal government.

BLVFD – Treasurer Witt moved to approve \$1100 for a replacement folding tank and liner. Motion was seconded by Secretary Essley and approved unanimously. Project Code – PA70

LLVFD – Would like to pursue vehicle to replace Engine 5. Interested in a Type 6 crew cab.

TSVFD – Put out a small fire on July 4th, provided community service and received some donations. TSVFD – Treasurer Witt moved to approve \$1000 for PPE purchase for new firefighter. Motion was seconded by Chairman Sigel. Secretary Essley abstained from the vote. Project Code – PA71

Jeff is also working on the page problem form from the Chief's group.

Jeremy Bircher has authorization to purchase County GIS maps for the tenders.

VVFD – Chairman Sigel moved to approve a 75/25 split at a total of \$3600 for Vasquez to finish the drywall upstairs at VVFD's station. Motion was seconded by Treasurer Witt and approved unanimously. Project code – PA72

Expenditures approved by the board totaling \$93,700 to include \$38,000 for 10 new radios for the district, \$40,500 to replace tires on the tire priority list two for the district, \$9000 for CVVFD's expenditure of 3 radios, \$500 for CVVFD expenditure to repair rescue unit carburetor, \$1100 for replacement folding tank and liner for BLVFD, \$1000 for PPE for TSVFD, and \$900 of VVFD funds to pay Vasquez to finish drywall and \$2700 of ACFD#1 funds to pay Vasquez to finish drywall.

Next meeting August 17th at Station 3 at 5:00pm.

August 13th BLVFD is having their Chili Cookoff at Station 4.

Meeting adjourned 8:26 pm