

Albany County Fire District #1 Board Meeting Minutes September 15, 2021

This meeting was held as a hybrid meeting with in-person attendance for Board Members, Board Staff, Chiefs and others, as well as through Zoom. (*Formal action taken by the Board is indicated via italics.*)

1. Call to Order: Meeting was called to order at 5:01 pm. Board members present were Luke Hawkins, Art Sigel and Brett Wadsworth.
2. Minutes of August 18, 2021 Meeting: Secretary Sigel *moved to approve the minutes as presented. Motion was seconded by Treasurer Wadsworth and approved unanimously.*
3. Comments from the Public: No public comments
4. Financial Report: Make sure you have two signatures on all checks. Secretary Sigel had a question on the P&L for ACFD funds by class on the Financial Report that was showing a negative balance on the monthly distributions to the departments versus what ACFD has actually received. Teri Jo explained that departments receive the same amount every month, however the District does not receive that same amount every month from the County, so a negative balance shows until we receive the mil levy payments from the County.
 - a. Bills to Be Paid: Secretary Sigel *moved to approve the financial report as presented. Motion was seconded by Chairman Hawkins and approved unanimously.*
5. Outside Agencies/Guests:
 - a. LFD – Chief Johnson has a donation check that he will get to us. Things are going well with the new training center.
 - b. EMA – Blake resigned, there is currently no EMA manager, Kate Allred is temporarily filling in.
 - c. LARC – Steve has a meeting with the City GIS specialist next week to work on I Am Responding. He's not sure why some are getting City calls and not CVVFD calls. The email connection/service is fixed. CAD and Record system are tentatively scheduled for version upgrade on 9/27/21 with an 8 hour outage for CAD. Working on ISO reports for Secretary Sigel.
 - d. County Fire Warden – Has paid a number of fires, has been processing paperwork and able to pay District in advance of getting paid from the State, at least up to this point. The State has been very fast at getting checks cut as well.
6. Board Topics:
 - a. Fire Pay – BLVFD would dispatch second week of October until end of fire season. CVVFD engine is done, but possibly more single resources. Treasurer Wadsworth suggested paying out more fire pay, 75% instead of 50%. If District pays out 75% now would we have enough to continue for the rest of the season, or would we have to go back to 50% at some point; and what precedence would that set with firefighters. There is a risk of another Mullen. Chairman Hawkins is in favor of paying as much as possible, but given the history feels that being conservative would also be good.
 - b. CDL Status and process – Unknown when changes will happen due to COVID. VVFD has two CDL's coming

- c. SLIB Grant/ARPA – SLIB is due next February. Chairman Hawkins spoke for an allocation of the ARPA funds in the amount of 1.3 million. At this point the Commissioners have not met yet and made any decisions on how they will allocate those funds. There was positive feedback and it was extremely helpful.
 - d. ISO Status – Very different process than last time. Working on videos and drills. Secretary Sigel is working with Assessor’s office to determine how many structures are occupied or are living quarters. Discussion regarding pre-inspections and pre-incident fire. Topics on the ISO form are not what is pre-loaded into ER so it is time consuming to go through and determine the correct “fit”. Alternate water supply for fire suppression is our Hauled Water System, which integrates the entire District. Videos can be put on a flash drive or you can send ahead of time. LFD, South Laramie Water District and CVVFD, BLVFD all have water supply hydrants.
 - e. VVFD Land Status Update – No updates, Attorney Goetz is drafting documents to send to the property owner.
 - f. Rail Tie Wind Project Update – Meeting Tuesday the 22nd in support of the document the District submitted with the Industrial Siting Council.
 - g. Incident Response and Dispatching Updates – Chairman Hawkins appreciates the emails and calls from Chiefs. Chief Sommerfeld is reporting that BLVFD is not being paged for an EMS call within their District, instead LFD is being called. However, donations to BLVFD are made with the intent of their response to calls within their area. If BLVFD is not paged, then they do not have the opportunity to fulfill the intent of the donations.
 - h. Policy Updates – There have been questions about policies being antiquated. Chiefs are interested in reviewing the policies. Michele requested they start with the Firefighter Pension Policy as it has incorrect and conflicting information contained in it.
7. Chiefs Report: Choke point within the District with qualifications and going between Engine Boss and Task Force Leaders. If you want to advance further (ie. ICT4, Strike Team, Task Force Leader) the District does not have anyone with those qualifications. Working with LFD for training options.
8. Department Reports:
- a. BLVFD – Six firefighters attended Western Nebraska Engine Academy. Chief Sommerfeld finished his Strike Team Engine taskbook. BL1 needs new timer, BL4 needs the water pump replaced. They are prepping for January elections and Chief Sommerfeld will not be running for Chief again. He is also working on a recruitment campaign.
 - b. WYCO – Boswell fire in Jackson County. Suggested that District reach out to Jackson County for an MOU similar to the MOU with Larimer County.
 - c. TSVFD – Some people are moving.
 - d. CENTRAL – No one present
 - e. VVFD – Had another fuel theft. VVFD also attended the Western Nebraska Engine Academy. Christmas tree sale will be at Depot Park this year.
 - f. CVVFD – Working on ISO and will be moving water on Sunday. BK radio break on the Crater Ridge Fire.
9. PA Approvals: *Treasurer Wadsworth moved to approve Central PA’s, motion was seconded by Secretary Sigel and approved unanimously:*

PA301 – Increase original amount of \$8000 by another \$2000 due to increase of repair costs; total of \$10,000.00 now; 100% dept funds

PA312 – Central's purchase of AED's and replacement batteries; \$3000.00, 100% dept funds

PA 313 – Central's purchase of equipment and lettering for Park City Engine; \$10,000, 100% dept funds

Discussion regarding WYCO PA requests: District budget's to support tenders but not water sources. Chief Rinehart would like the Board to think about supporting water sources, as WYCO does not have hydrants. He will agree to change the request for plumbing for tanks and water sources to WYCO department budget, but would like acknowledgement the Board will consider budgeting for water sources in the future. As for the hose pressure tester, that is needed for ISO and is following NFPA standards, and could be shared among departments. This is another item the District has not budgeted for, as all funds go to the departments now. This would go to the Chief's for discussion. *Treasurer Wadsworth moved to approve WYCO's request #1 at modified level of \$1750 for dry hydrants at WYCO Station; \$1750, 100% dept funds (PA314); and request #2 for the air pump repair on tender (WC21); \$560.00, 100% district funds (PA315). Motion was seconded by Chairman Hawkins and approved unanimously.* As for #3 request for the Hose Pressure Tester, the Board is not interested in requiring this of the departments. No motion was made for request #3 and so the Hose Pressure Tester was not approved.

Treasurer Wadsworth moved to approve up to \$2200 of department funds for the emergency tire repairs to BLVFD's dispatch engine. Motion was seconded by Secretary Sigel and approved unanimously. PA 316

10. New Business: The Forest Service has decided to contract a severity engine to help with fire patrols. Currently they have an engine out of Natrona County that has been here for 16 weeks and has had 8 crew swaps. We could have done this here locally with all of the different departments, and with sleeping at home, would have saved them money on hotel and per diem expenses. Was suggested the Board and County Fire Warden get together with the Forest Service to discuss. Locally this would need a lot of coordination and we are possibly short engine bosses.

Chief Sommerfeld suggested having someone from the District represent the District at the AOP meetings. Treasurer Wadsworth nominated Chief Sommerfeld to represent ACFD#1 as the next AOP meeting.

Discussion surrounding the inconsistencies in the Pension Policy; the Chief's will review.

11. Next Meeting: October 20, 2021

12. Adjourn: *Treasurer Wadsworth moved to adjourn the meeting at 7:37 pm. Motion was seconded by Secretary Sigel and approved unanimously.*

Expenditures by the Board totaling \$19,510.00 to include *PA301 – Increase original amount of \$8000 by another \$2000 due to increase of repair costs; total of \$10,000.00 now; 100% dept funds; PA312 – Central's purchase of AED's and replacement batteries; \$3000.00, 100% dept funds; PA 313 – Central's purchase of equipment and lettering for Park City Engine; \$10,000, 100% dept funds; WYCO's request #1 at modified level of \$1750 for dry hydrants at WYCO Station; \$1750, 100% dept funds (PA314); and request #2 for the air pump repair on*

tender (WC21); \$560.00, 100% district funds (PA315); and up to \$2200 of department funds for the emergency tire repairs to BLVFD's dispatch engine

Respectfully Submitted,
Michele Turner, ACFD#1 Administrative Assistant