

## Albany County Fire District #1 Board Meeting December 13, 2017

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.

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.

Chairman Sigel moved to approve all checks for outstanding federal fires, including Keystone. Motion was seconded by Treasurer Witt and approved unanimously.

Meeting temporarily adjourned at 5:12pm to prepare and copy Keystone checks. Meeting reconvened at 5:26 pm.

County Fire Warden – Chad has been appointed as the Albany County Fire Warden. There was no problem including language into the AOP regarding Arapahoe National Forest and the 'five mile on either side of the border' reciprocal period. Wyoming State Forestry is working with the State regarding federal fire pay being paid out by them; they are working on a draft bill and they have the support of the Ag Committee. Bill number is 18LSO-0195. Also regarding ATV/UTV use; they would like people to be trained and certified by passing a written test, this certification would then be included on red cards.

9 Mile Lake Road Access – Members from that community attended the meeting and requested written support to the County Attorney from ACFD#1 for road improvements. The roads are owned by the 9 Mile Water District and there are about six miles of the road that are really bad and need to be worked on. These are private roads with public access, not county roads. The residents are willing to pay for the improvements, however, the Water District has to change the wording within their special district so the roads can be worked on. Chairman Sigel said the Board would look into it. The group is requesting a letter of support to the county attorney as it poses a health and safety risk by not being able to get emergency equipment into the area.

Cash Management – Looking at moving forward and building a fund using the truck funds. At this point we can't count on the state passing the bill that would alleviate this situation. Departments are concerned if the Board hold funds this will impact their five year and other plans. Another idea would be for a mandate that the departments keep 50% of the funds and then the departments would be responsible for paying their firefighters for their first fire, the district would then pay for the second fire. This puts some of the management responsibilities on the departments and buys some time to see if the State is going to pass the bill. Another idea is for the Board to keep only half the funds instead of all the funds. The issue remains that

firefighters out on federal fires are not getting paid from their home jobs, even though their pay ends up being significantly more than if they were home; they still need to be able to pay their bills. Another option was to start withholding 25% and work to build it up every year. Or stop dispatches altogether because we don't have the funds to pay.

Chairman Sigel moved to award Teri Jo Piper a small cash award for her work on the recent audit. Motion was seconded by Treasurer Witt and approved unanimously.

Simultaneous paging – Making progress. The biggest concern, if we don't have steady simultaneous paging we can lose our ISO 5 rating. Chiefs will continue to work with Steve.

New CVVFD Station – CVVFD looking at hiring contractor as opposed to doing it themselves. Why and what is the funding involved with that? It is already planned within the overall project. Most likely would have a single general contractor. If CVVFD uses a general contractor you will need to get three written bids of support to the Board. These bidding practices are necessary to comply with statutory procurement. Also, the Board is not going to be in a position to handle overruns; if that happens it will belong to CVVFD. Chairman Sigel moved to approve the CVVFD New Station project as submitted in the proposal with the understanding about bidding and overruns with a total spending approved of \$156,000 with \$13,000 of that from ACFD#1 general funds and \$79,000 from CVVFD checking account funds. Motion was seconded by Secretary Essley and approved unanimously. PA Codes  
PA121 - \$13,000 from ACFD#1 general funds; PA122 - \$79,000 from CVVFD checking account  
CVVFD also submitted a letter from the Auxiliary president committing \$64,000 to this project dated 12/11/17.

By-Laws – The ACFD#1 By-Laws have been revised in an effort to harmonize the by-laws of the departments with the Board by-laws. Michele will forward the revised by-laws via email. Please read the draft ACFD#1 By-Laws and be prepared to discuss in the January meeting. It would be very helpful to have thoughts submitted in writing in advance.

1<sup>st</sup> section- abbreviations

2<sup>nd</sup> section – objectives of the fire district board

3<sup>rd</sup> section – boundaries

4<sup>th</sup> section – the board

5<sup>th</sup> section – officers

6<sup>th</sup> section – book, records, deposits

7<sup>th</sup> section – interplay between departments and station, how money flows

The rest is very legal per State Statute. The plan is the Board will meet in Executive Session in January with a new draft after the January meeting for approval during the February meeting. A template will be generated for the department by-laws with room for the departments to do their own thing with a few requirements that the department by-laws are consistent with the district by-laws.

MASA Insurance - Chairman Sigel moved to approve the MASA Insurance program, fees to be paid by the District, and the program to be administered by Treasurer Witt. Motion was

seconded by Secretary Essley and approved unanimously. This is a secondary medical transport insurance for volunteers and their households who already have primary insurance.

Five year plans – The Board has TSVFD, CVVFD, Central, Wild Horse, and VVFD. Need BLVFD's in January.

Maps – Chairman Sigel has been working on maps that separates out the areas. Looking at adding some of LLVFD to Central, with a dividing line between Central and CVVFD.

2018 ISO Audit – Do we want to do one? Chairman Sigel would like to create ISO 5 around Central and think there are some others. There is value in only moving from 10 to 9 as well. We should possibly wait a little longer.

BLVFD Station 4 – Garage doors are in, heaters in, but not functional until spring until they can get the natural gas in, and the electrical being worked on. Will have four 15,000-gallon water tanks. And eventually a pump house with 6-cylinder engine to be able to pump 60,000 gallons of water.

Tender Repairs – They are completed. Brett will submit his bill next month for VVFD.

Chairman Sigel moved to approve the meeting dates for 2018. Motion was seconded by Secretary Essley and approved unanimously.

Larimer County Mutual Aid Agreement - Chairman Sigel moved to approve changes to Larimer County MOU in that Larimer County has asked personnel be paid at the rate for the position they fill at the incident. Motion was seconded by Secretary Essley and approved unanimously.

Chiefs Report – Discussed paging status/issues; draft policy for departments to assist with maintenance; district map revisions/potential changes. They have nineteen firefighters to send to Mid-Winter Fire School in Riverton in January; SAFER can and will cover a majority of the costs associated with the training. Chairman Sigel moved to approve up to \$3000 to send firefighters to the Mid-Winter Fire School training in Riverton. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA123

BLVFD –Hwy 10 grass fire – there were some personnel that went over the 8 hours, they are working on getting that sent in.

VVFD – PA90 truck is headed this way, and they will need to make a payment. If their auxiliary purchases a trailer, can it be stored at station. Board agreed it can be stored there. However, if they want ACFD#1 to insure it then it has to be titled under ACFD#1.

CVVFD – At their next business meeting the first of January CVVFD will be electing a new assistant chief to replace Chad. Chad will maintain CVVFD membership but not an officer position.

Central – AC27 has been repaired. There was a DOT check done and the brakes were way out of spec, need to check all air brakes. We might need to set up a program (like the tires) to check the brakes on vehicles. Chairman Sigel moved to approve \$8750 for five sets of bunker gear for Central to match Centrals \$5000 WSF VFA Grant. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA124

Chairman Sigel moved to approve up to \$2500 for Central to purchase a RIT pack. Motion was seconded by Secretary Essley and approved unanimously. Project Code – PA125

Pager/radio programming – Would it be viable for someone in the county to do the programming for the county? Dedicated person who is available and willing to do that? Currently Cy does this. It could be in our best interest, but we don't want to 'step on Cy's toes'. There would some cost associated with the equipment needed to do this. Chad will speak with Cy.

Who's Responding App – how will it work with a bunch of different tones for stations under one contract. Might be worthwhile for each department to have their own account. For VVFD they need to have a system at Central to pick up the radio signals because they don't get them up there. Dylan will explore with vendor and come back with a recommendation on it.

New Business - Kevin has a bunch of pallets (TSVFD area) if need to do a live fire training. Working on starting negotiations with contract with LFD. The Board will begin working on changes to the LFD contract and would like to hear thoughts/concerns from departments.

Expenditures by the Board totaling \$106,250 to include \$13,000 from ACFD#1 funds for CVVFD New Station; \$79,000 from CVVFD funds for CVVFD New Station; up to \$3000 for firefighter training; \$8750 for Central bunker gear; and up to \$2500 for Central RIT pack

Next meeting 1/17/18

Meeting adjourned at 7:52 pm.

Respectfully Submitted,  
Michele Turner, ACFD#1 Administrative Assistant