

Albany County Fire District #1 Board Meeting October 19, 2016

Meeting was called to order at 4:02 pm. Board members present Art Sigel, Joe Witt and Jon Essley.

Chairman Sigel moved to go into executive session. Motion was seconded by Treasurer Witt and approved unanimously.

Meeting was called back to order at 5:30 pm.

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. Chairman Sigel moved to approve the financial report. Motion was seconded by Secretary Essley and approved unanimously.

Cyrus Rahman has resigned as County Fire Warden. BJ Clark will continue as the Assistant County Fire Warden.

Tim Young from ISO is here and ready to meet tomorrow. Appreciates everyone's time and efforts.

Chiefs Meeting – Pertaining to recruitment and retention, the Chief's would like to expand the travel reimbursement currently used for training to also help cover volunteer fuel costs associated with responding to fires. This would be from home address to department only. Chief would have to sign off that volunteer actually arrived. This would be done at the department level and then departments would submit one-time reimbursement to ACFD#1. Board will consider this. Develop a proposal and make it consistent between departments. This would have to have an annual cap on it so the Board can manage the budget instead of it being open ended. Chief's will develop a proposal.

Wild Horse Ranch – They would like a fire truck and a fire station. They have to get community support, money and training with current departments. You cannot just request a truck and fire station. You must have trained volunteers who have demonstrated that they can run a department if you want to have a department. They need to create an association between themselves and one or two existing department; get training to eventually become a department. Is there a need? Perceived versus actual need?

There is also concern about the Central Area and that the Board is building a fire department. The Board is working within their Strategic Plan actions to appoint a manager and look at feasibility of making a department. Chief's feel the feasibility study has been skipped and moved right into buying a vehicle and getting a building. If an analysis has been done, they would like to see it. An analysis has not been done. A manager was appointed due to a leadership vacuum in that area and the Board is working on getting a hauled water program

implemented (improve ISO status), that is the objective of putting a tender in Central. We need to have water there.

Hauled Water Program – Chairman Sigel moved that we announce our intention to proceed in creating a hauled water program for the district to be fully defined by the December board meeting. This program would not apply to the county fire warden’s responsibilities in the northern part of the district. Motion was seconded by Secretary Essley and approved unanimously.

Wildland firefighting – Building our wildland fighting capability with the specific objective of having 4 engines out on fires (12 fire fighters). If we set that as a goal, we might be able to do that in a year or two. We need engine bosses, more people with red cards, training with experience, and more engines. We need a leader for this program, the board is not qualified. Leadership should be the Chief’s group. Need to have enough people to send out and still have people here. What is our real purpose? To serve the community. If we can’t work together and come together as community, what would that look like? People need to communicate. The County has a problem with communication. People are our number one resource and we need to come together to help the training committee make this goal realistic as far as training and experience. Jeremy wants to get people what they need and make them better prepared here at home and out on assignments.

Z endorsement - Chairman Sigel moved to reinstate the policies, ACFD Drivers SOG 2011 and Driver’s License 2011, that were in place prior to the Z endorsement becoming an item of discussion and inclusion in those policies. Motion was seconded by Treasurer Witt and approved unanimously.

By-Laws – We have five departments with unique By-Laws and there are conflicts between the departments and district By-Laws that need to be harmonized. The Board is requesting each department submit their by-laws as soon as possible to Michele. The Board will try to determine the conflicts and resolve them. This is not an effort to remove your By-Laws, it’s to harmonize them so we do not come into conflict that then leaves us in trouble.

Forward plans and use of funds – We are trying to do a lot of things. Each department should have its own plan of what it wants to do over the coming year (5 years) and we want you to share with the board. Chairman Sigel moved that each department consider their capital needs and wants over the next 3 to 5 years. This “plan” should be done at each department. Then the “plan” should be submitted to the District. After studying each plan the ACFD#1 Board will discuss the plan with the submitting department. The purpose of this undertaking is to allow the District to create a plan for expenditure of its funds. The plans should answer several questions:

- 1- What do we want?
- 2- Why is this an appropriate expenditure? (Justify it)
- 3- When will the funding be needed?
- 4- How will this be funded?

This raised the question. If an auxiliary buys an engine – whose property is it? The Auxiliary has to have approval of the District. Once the engine becomes part of a fire department it becomes the property of the District. If the engine cannot be used as a trade in value for the next purchase and is required to stay within the District with the possibility of going to a different department, the initial investment of the engine by the auxiliary is then lost, and this is a terrible disincentive for the auxiliaries to invest in their departments. Solution could be relatively simple, to create a document that it remains with that department.

Maintenance committee report – Central requirements for a new tender, agreed should be purchased for central area.

Tire Report – State Forestry rounded up rims and tires. They are the cheapest, best price.

Central – Six sections of hose on AC27 failed. Chairman Sigel moved to approve just over \$500 to purchase hose for AC27. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA77

The tender was very well taken care of, there were a few issues, and they would be addressed and fixed prior to purchase. Some surface rust and scaling on undercarriage. It's a 3000 gallon water capacity with 1250 gpm pump and the tires are in good shape (2011). Would like to make and offer at asking price and split cost of shipping out here at \$2850 total. Materials to go along with it based on NFPA would be \$12,000-13,000. Secretary Essley moved to approve \$85,000 for the purchase of the pumper/tender and listed equipment for the Central District. Motion was seconded by Chairman Sigel and approved unanimously. Project Code – PA78

Chairman Sigel moved to proceed to negotiate a lease on the Hamaker building with the intention of a two-year lease with renewability in 6 month increments out to four years with the expected rental to be \$2000/month. Motion was seconded by Secretary Essley and approved unanimously. Project Code – PA79

Staffing of engines? AC27 should roll to all calls, then then new tender.

CVVFD – Winter is coming so working on chimney fire training getting snow machines ready.

BLVFD – Chairman Sigel moved to approve \$2200 at 100% for maintenance on BL10. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA80

Chairman Sigel moved to approve the expenditure of BLVFD's fund in the amount of \$5500 to purchase a topper and tool boxes for storage. Motion was seconded by Secretary Essley and approved unanimously. Project Code – PA81

LLVFD – Would like to make their ambulance into a Haz-Mat unit instead of an ambulance, but they need approval to look into what it needs to switch over. Brett asked to have a conversation first, as that was a VVFD ambulance that was on a long term loan to them.

TSVFD – Working with Stan in planning on map books with street names. Tie Siding has a Verizon internet account and they are looking at access to GIS online through tablets, however it won't work on Apple. Auxiliary will purchase a radio and the department would like to purchase a radio. Chairman Sigel moved to approve the purchase of two radios with TSVFD's Auxiliary purchasing one at \$3500 and TSVFD approved to purchase one at \$3500, for a total of \$7000. Motion was seconded by Secretary Essley and approved unanimously. Project Code – PA82

VVFD – They would like to get VV1 ready to go out on federal fires next year and it needs a spare tire and mount. Treasurer Witt moved to approve \$2400 at a 50/50 split to purchase a spare tire and mount for VV1. Motion was seconded by Secretary Essley and approved unanimously. Project Code – PA83

VV2 – Has a small leak they would like to take to Wyoming State Forestry to fix it. Permission to get it checked out.

Training – The third hydrant training has not been scheduled yet, but everyone must to it. This is a liability between ACFD#1 and the City. Airlife wants to do training. Chairman Sigel moved to approved \$650 for training food for the S290 class. Motion was seconded by Treasurer Witt and approved unanimously. Project Code – PA84

This weekend, Tie Siding has four burn piles to burn. It's being used a training exercise. Anyone who wants to come is welcome. Don't need any engines.

Expenditures approved by the board totaling \$103,250 plus a monthly lease up to \$2000 month. The total of \$103,250 includes \$500 of ACFD#1 funds to purchase hose for AC27; \$85,000 of ACFD#1 funds to purchase the pumper/tender for Central; \$2200 of ACFD#1 funds for maintenance on BLVFD's BL10; BLVFD's expenditure of \$5500 for a topper and tool box; TSVFD's Auxiliary to purchase a radio at \$3500 and TSVFD's funds to purchase a radio; \$2400 at a 50/50 split for VVFD's to purchase a spare tire with mount; and \$650 of ACFD#1 funds to purchase food for S290 training.

Next meeting is November 16, 2016.

For anyone not present at the meeting to pick up their check, checks will be mailed no later than Monday.

Meeting adjourned at 8:56pm

Respectively Submitted,
Michele Turner, ACFD#1 Administrative Assistant