

## Albany County Fire District #1 Board Meeting November 15, 2017

Meeting called to order at 5:10 pm. Board members present were Art Sigel and Jon Essley.

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

County Fire Warden – Scott will be leaving his position as County Fire Warden. He suggested we need to include verbiage in the Wyoming AOP for 5 miles on either side of the CO/WY border involving the Arapaho National Forest. All fires have been billed except for Johnson Creek. However, the paperwork is some of the worst he has seen. If you are sending out new guys, get them trained and make calls if you have questions. The Board would like to recognize the great job Scott has done and they appreciate his efforts on behalf of ACFD1.

EMA – Statewide ICS 300 400 was canceled because of lack of participation. Training planning workshop on Tuesday November 21<sup>st</sup> 9-10:30 at Station 3. Target training that we can bring into Laramie that supports responder and community preparedness.

Financial Report – Everything needs to be in to Teri Jo the Wednesday before the meeting because she has to get a report to the Board before the meeting. Secretary Essley moved to approve the financial report. Motion was seconded by Chairman Sigel and approved unanimously. The Board had Teri Jo put together a cash flow projection to forecast out a couple of months from now.

Simultaneous paging – Smoke alarm at Cathedral Home, paged LFD Engine 7 and then activated the tender page and then called all departments for a smoke alarm. None of the “all” pages should have been activated, just Central and the City. Pager test on Sunday messed up as well. The new tone that says “All” is different from the “Tender” tone. Dispatch has been paging the tenders using the “All” tone and sometimes paging all using the “Tender” tones. Chief’s need to take this up with Steve. Maybe they need to practice when they have a supervisor sitting next to the person doing the paging so they get feedback and training.

Cash management options – Board is working on ways to try to approach the problem. Every July 1 our cash drops dramatically. Before Squirrel Creek, ACFD had very little money coming in from federal fires. It’s been in the last three years this problem has been growing. We have to assert ourselves and manage this. Currently the LFD Contact is paid in full in July; we can pay ½ in July and ½ in December. We can shift payments out of this period and when doing big projects we can move/adjust those payments. We can also push spending for annual programs out of those critical periods. Our big problem is federal fires. The Board sees two options: Option 1 - Go into fire season understanding that we have people/equipment going out. Instead of paying out 100%, we pay out a lower percentage and string those payments out. Not an attractive option, but it would allow the Board to control the cash drain instead of just letting it happen. Option 2 – We create a major funded account that is going to attempt to handle all of these wage payments when they occur. It has to be built on a forecast of what we

think it might be. This could be done by holding the truck money (except for outstanding PA's). It would take at least a year, but then we have a fund to help get through this forecasted dip in funds. Each year the fund would be rebuilt by payment from the federal fires. However, this would mean a one year delay in disbursements of truck/equipment funds to departments. Note, this would not impact POV's or travel vouchers. The department think this would kill the program if the Board is going to keep their money for months. Is there a threshold of pain people are willing go with as far as a percentage of what they could be paid? What happens if the Board holds the truck money and something happens to the truck and needs to be fixed? Now ACFD holds the money to fix the truck, how does the department repair the truck? Maintenance of trucks has been handled almost 100% by the Board. Conceptually the federal fire truck money is money that is used to replace/upgrade existing trucks. The idea is to hold the money in a fund for a year, with that money being used to pay volunteers, then after that year has passed they would disperse trucks funds to the departments. BLVFD has always covered maintenance of all dispatched vehicles out of their truck funds; they have not gone to the district for funds to cover that type of maintenance. Also, the truck money coming back from federal fires pays for fuel that was charged. Chad encouraged everyone to wait out the process at the State level to see what they come up with. The Board would like to put this out to the group to come up with other alternatives. ACFD's first priority is fire suppression within the county. Then we get to priorities relative to all other topics. Board has to keep a cushion of funds to make sure we are paying bills, repairing engines so that we can respond to fires within the county. Risk of running out of cash comes back to the basic mission of the district.

Centennial, New Station Project – No vote tonight because Joe is not here and he has questions he wants to discuss further. On the Hwy 11 Station, CVVFD asked the Board for \$28,000 for energy efficiency, this includes more insulation and solar panels to generate the power building is expected to use within the year. Chairman Sigel has a problem spending tax payer money on solar power as opposed to long standing technology (propane), as we have to be very conscious of how we spend taxpayer dollars. The move for state/federal buildings in one towards renewable energy. One of the objectives of the new station is to gain an ISO 5 rating for that area. Chairman Sigel would like it clear in the proposal that CVVFD is going after an ISO 5 and speak to what engines will be there. This is part of CVVFD's five-year plan. The \$85,000 is their truck money account, however money really belongs to the district so are they asking the district to pay 50%? CVVFD is saying this money is not coming out of mill levy account, it's coming out of the account they have built up for years. Auxiliary funds donated has been bumped up to \$80,000. Eric will update the proposal and get to the Board and vote next month.

WyColo Station Addition – They are waiting on garage doors. One of the 15,000 water tanks is installed, another was donated and will be installed by this time next year. They hope to be in the building the beginning of the year. The Board would like to hold a monthly board meeting in the new building.

Tender Repair Project – Two out of three are done. Third one is up there now.

Keystone Fire Payments – Look at writing those checks for the remaining 10-20% before Christmas. Teri Jo to determine in the next week what we are looking at. As long as we don't go below where we are now in the checking account.

Bylaws – Working on harmonizing the bylaws. Hope to get to the Chiefs soon.

Chief's Report – Requesting a quarterly list of all members on WC and on retirement. Feedback on payments/reimbursements – figure out a mechanism to kick info back at the meeting. Vehicle Maintenance Policy and cost sharing – Secretary Essley thought the Board was paying 100%, if not, he was mistaken. Riverton Fire School training is upcoming. SAFER grant covers everything except the fuel to get there. Colorado Academy is coming up the first week of January and the Arizona Academy is coming the second week of March – both offering a bunch of new classes.

Maintenance Committee – Inspections of vehicles – based on several things happening during the year not sure we are inspecting vehicles as often as we should. Training meetings every month, how much time is dedicated to inspection? His understanding was the Board was covering 100% of maintenance, not just dispatch vehicles, until better feeling that we are inspecting regularly we could split the cost until that improves as a motivation. He would like issues to be caught when they are smaller.

Central – Who's Responding App has a cost of \$750/year plus \$400 equipment rental, per department. Option for up to 80 members is \$1200, 80 plus members can do a contract with them (with something like that they can break down between stations). If it works as well as they indicate VVFD would definitely be interested as well as BLVFD. Secretary Essley moved to approve up to \$3500 for Who's Responding App for Central, VVFD and BLVFD with Dylan as project manager. Motion was seconded by Chairman Sigel and approved unanimously. The Board is talking to the County about a site for a station south of Laramie.

TSVFD – The road and station are open and still in service.

VVFD – SLIB Truck chassis is scheduled for construction within the next month. Annual Tree Sale Fundraiser after Thanksgiving.

BLVFD – Couple repairs being looked at on trucks. Are sending five people to Riverton.

CVVFD – Engine 9 is going to need some repairs. Chad will be attending the Rural Fire Board Meeting the end of this month. Secretary Essley moved to approve \$650 to repair Unit 10. Motion was seconded by Chairman Sigel and approved unanimously. Project Code – PA 120 CVVFD is working on their five year plan.

New Business – Rob Cleveland the EMA Director for Laramie County passed away and there will be a funeral service for him on Saturday. Central now has a formal address of 4387 North 3<sup>rd</sup>. WSF VFA Grant is now open. The Board is working on an insurance policy that everyone

associated with the district can be involved with so long as they have some kind of health insurance (Medicare, company insurance, private insurance). It is \$9/month for medical transportation coverage, which applies to the "household". You have to be active and you cannot take it with you when you retire. This is a secondary insurance policy. This could be a valuable tool in recruiting and retention, particularly with the outlying communities.

Engine Inventory – Michele to work with departments and see if we can clean them up some.

Expenditures by the Board \$3850 to include up to \$3500 for Who's Responding App for Central, VVFD and BLVFD and \$650 to repair CVVFD's Unit 10.

Next meeting is 12/13/17.

Adjourn to Executive Session to meet with legal counsel at 7:33pm

Reconvene at 8:29pm

Meeting adjourned at 8:29pm.

Respectfully Submitted,

Michele Turner, ACFD#1 Administrative Assistant