

## Albany County Fire District #1 Board Meeting May 17, 2017

Meeting was called to order at 5:04 pm. Board members present were Art Sigel and Jon Essley.

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

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

Simultaneous Paging – Have rough script, all pagers have been programmed, and the WyoLink console has been adjusted for “all page”. VVFD will still get texts. Dispatchers are anxious about traffic on Fire 1. When departments are organizing resources move to Fire 2 or communicate on cell phones. IC should still relay all information on Fire 1.

County Fire Warden – FDID number can be assigned to Central if approved as a department. Highly encourages everyone to start using Emergency Reporting as this is tied to grant funding. Emergency Reporting might be able to set Michele up as an administrator so she can access and print out summary reports for the Board. Rawlins is closing in later fall and everything will be moved to Casper. County fire restrictions in the donut – Policy is set by the County Commissioner’s not ACFD#1 and the District cannot override their policy.

MOU – We sent our draft to Larimer County and they are reviewing it

Pension Audit – Departments needs to get the information to Michele to send to Cheyenne by the 24th.

WyColo Building – We have a 25 year lease with the State for an acre of land and an additional survey is planned. We have an easement description that was originally done and a special use lease on the land. Megan needs to review the documents related to the land before the Board can pay any money towards it. Please get those documents to her as soon as possible.

Central – Chairman Sigel moved to make Central a full department within Albany County Fire District #1. Motion was seconded by Secretary Essley and approved unanimously. Chairman Sigel moved to appoint Dylan Whitmer as the Chief of the Central Department. Motion was seconded by Secretary Essley and approved unanimously. Central is in a unique situation as it was formed by the District. Once the department is up and running the people will then elect the administration.

Red Cards – Secretary Essley will work on drafting a guiding document that is consistent throughout the District regarding the signing of red cards and activity levels and managing the liability.

Fire Pay – Michele will look into adding a percentage to pay for her and Teri's time as well as what we might be reimbursing the county for. Lynda is against this. It would have to stand up to audit.

Tablet Proposal – Contract with Verizon is a standard two year contract. Each tablet would have a \$10/month line charge. Need to update and add administrators to the Verizon account. The Board would like the departments to pay the monthly fee so they have ownership in the program, hopefully this will ensure usage and success of the program. Chairman Sigel moved to approve the "Tablet Program" with Verizon with each active department starting with two tablets and the departments are responsible for paying for the monthly fees associated with these tablets. Motion was seconded by Secretary Essley and approved unanimously.

Distribution of Engine Funds from Federal Fires – Chairman Sigel moved that ACFD#1 will distribute 90% of the fund monies collected to date as follows: 90% of \$21,427.75 to BLVFD and 90% of \$24,810.97 to CVVFD. Motion was seconded by Secretary Essley and approved unanimously. We are still missing around \$40,000 for Beaver Creek. The Board will hold the 10% to cover administrative cost and truck expenses for the 2016/2017 fire season. The Board has an investment in these vehicles and will use the money to invest back into the departments. Historically the departments pay for all maintenance of dispatched vehicles themselves. Are they paying twice? The Board is not implying that the departments have to pay for their own repairs. Bring maintenance repairs to the Board to discuss on for each individual case.

The Board needs receipts for items that under \$500. Collect, retain and forward a copy of all receipts. If the Board doesn't get them, the Board will have to do something to get those receipts.

Pump Testing – Two of the new tenders failed the pump test. They were unable to draft with the truck; must be able to draft water for ISO requirements. Chairman Sigel moved that Brett will manage the project of making changes to all three of the 4000 gallon tenders, timing will begin now, one at a time, trying to complete this project by October 2017. Motion was seconded by Secretary Essley and approved unanimously. Project Code – PA99, estimated at \$50,000

VVFD – MRG meeting is in June and we should know by the next meeting if we have received the grant or not. The pumpkin tank the Board purchased last year work great!

TSVFD – Secretary Essley moved to approve the emergency repair of TSVFD E57 at \$602.00. Motion was seconded by Chairman Sigel and approved unanimously. Project Code – PA100

CVVFD – Pump testing revealed their Tender 6, Engine 3, and Engine 1 need repairs. They would like to test Engine 1 4 and Engine 2 as well. Their open house is June 17<sup>th</sup>. Secretary Essley moved to approve \$640.00 for lunch for two classes, a total of 4 days. Motion was seconded by Chairman Sigel and approved unanimously. Project Code – PA101

Secretary Essley moved to approve CCVFD's Auxiliaries payment of \$900 to repair their ambulance. Motion was seconded by Chairman Sigel and approved unanimously. Chairman Sigel moved to approve CCVFD's purchase of new flashlights for each firefighter at \$550. Motion was seconded by Secretary Essley and approved unanimously. Project Code PA102

Central – Chairman Sigel moved to approve \$1,000 for lettering on AC21. Motion was seconded by Secretary Essley and approval unanimously. Project Code PA103

The tenders will rotate when each one is up in Cody getting repaired.

VVFD transferred two pagers to CVVFD.

Expenditures approved by the Board totaling \$95,306.85 to include 90% engine pay to BLVFD at \$19,284.98; 90% engine pay to CVVFD at \$22,329.87; an estimated \$50,000 to repair three 4,000 gallon tenders over the next several months; \$602.00 for the emergency repair of TSVFD E57; \$640.00 for lunch for two classes through CVVFD; \$900.00 for CVVFD's Auxiliaries repair of their ambulance; \$500 for CVVFD to purchase new flashlights; and \$1,000 for Central's lettering on AC21.

Next meeting is on June 21<sup>st</sup>.

Meeting adjourned at 7:16pm

Respectfully Submitted,

Michele Turner, Administrative Assistant