

Albany County Fire District #1 Board Meeting Minutes March 22, 2023

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

1. Call or Order: Meeting was called to order at 5:38 pm. Board members present were Luke Hawkins, Brett Wadsworth and Matt Burkhart.
2. Minutes from the 2/15/2023 Board Meeting: *Chairman Hawkins moved to approve the minutes as presented. Motion was seconded by Secretary Burkhart and approved unanimously.*
3. Comments from the public: None
4. Report – Outside Agencies:
 - a. LFD – No report
 - b. EMA – They are in the process of hiring the EMA Director position.
 - c. LARC – They will be updating the 911 system in April.
 - d. County Fire Warden – Let Fire Warden Dinges know if you have an interest in the WY Type 3 teams. He is also available to assist with RT130 and paperwork classes.
5. Financial Report:
 - a. Bills to be paid – If you are going to spend money you need to get a pre-approval, you can put in an estimate for the PA, unless of course it's an emergency repair. *Chairman Hawkins moved to approve the March Financial report as presented. Motion was seconded by Secretary Burkhart and approved unanimously.*
 - b. PA Approvals –
 - i. *Chairman Hawkins moved to approve CVVFD's request to send firefighters to Buffalo Fire School in the amount of \$800, 100% dept funds (PA385). Motion was seconded by Treasurer Wadsworth and approved unanimously.*
 - ii. *Chairman Hawkins moved to approve the following requests from BLVFD: dry hydrant materials in the amount of \$2500, 100% dept funds (PA386); BL-10 mechanic work in the amount of \$675, 100% dept funds (PA 387). Motion was seconded by Treasurer Wadsworth and approved unanimously. Secretary Burkhart abstained.*
 - iii. *Chairman Hawkins moved to approve WYCO's request to repair WC-9 in the amount of \$1500, 100% dept funds (PA388). Motion was seconded by Treasurer Wadsworth and approved unanimously.*
 - iv. *Chairman Hawkins moved to approve Central's request for type 6 engine replacement and lettering. Discussion – Central will trade AC12 or sell outright. If this apparatus is no longer available, they would like to find something similar and would look for a crew cab. Looking at a 550, 4WD with foam. Motion in the amount of \$80,000, 100% dept funds (PA389). Motion was seconded by Treasurer Wadsworth and approved unanimously.*

- c. Questions for Attorney Goetz – Attorney Goetz manages legal review as efficiently as possible. Not all policies will be reviewed by Attorney Goetz, however those with liability and financial impact will be vetted to her. If there is a request for legal opinion, she will provide it.
 - d. *Treasurer Wadsworth moved to modify the agenda under Board Topics to include e) EMS District, f) ARPA funds and bathrooms, g) proposed MOU with LCFD10. Motion was seconded by Chairman Hawkins and approved unanimously.*
6. Board Topics
- a. Coordinator Position discussion and filling of positions – Interviews were conducted this afternoon and offers will be extended to three candidates filling the District Coordinator, Training Coordinator and Wildland Coordinator positions.
 - b. Committee Reports – Policies, Apparatus naming – Regarding policies, James Patty, Jon and Teri Jo would like to be a part of that committee. The apparatus renaming committee so far consists of Matt, Jon, Dylan and Sean. They need to be renamed for responding with multi agencies so others know what type of apparatus they are. For example, VVFD Brush 4 instead of just VV4. Is the cost of redoing the stickers worth the benefit? Go with standardized numbers. First would be the county (5), second would be stations number (each station would be designated a number), third would be the apparatus designation (type 3, type 1, type 6, tender, etc). Can add more digits to the end. Could focus on one truck/year/department. Point is to improve communication.
 - c. CDL Status Update State Training – No date set yet. Austin is doing the classes, one has been filled and asking about other dates, early spring, possibly May. The goal is to have 12-15 in attendance. The Fire Marshall can do ELDT training and it virtually mimics what we had proposed earlier and working with WYDOT to take the test. Departments are doing this internally and making it happen, there is a precedent that has been set across the state already. Why can't ACFD1 move forward with a process that is identical to those already in place across the state? VVFD has access to the online trainings for free. Online classroom (Theory) testing, take the test, get permit, drive with a CDL holder then go through district process to be able to drive.
 - d. Emergency Reporting Status on Consolidation – Nothing yet.
 - e. EMS District Possibility – HB43 did pass and ACFD1 will pursue and EMS Special District for various reasons – liability coverage for EMT's under assist, training, equipment and serving the community externally and internally. Will work with the County Commissioners and legal to see about a path forward. Chairman Hawkins would like to hear your thoughts.
 - f. Bathrooms, ARPA – RFP is almost finished. Do we want to send it out as a package or individually? A contractor may not want to/be able to bid on all three, because of three different locations/designs. Decided to do three separate RFPs.
 - g. Proposed MOU with LCFD10 – Should consider LCFA District 8 as well. LCFD10 wrote up the legal portion. Our legal good with most of the document except

the indemnification clause, which language is being worked on. This does not apply to wildland fire because we already have the AOP in place.

7. ACTION ITEMS – to be voted on:
 - a. Randy Pafford BLS/CPR/Instructor for ACFD1 – Requesting financial support to send Randy to a course to become an instructor for WYCO and ACFD1. The cost is \$375 plus supplies for training, manikins, AED's etc which would total around \$2500. At \$75-80/firefighter for red cross training it would pay for itself. It would be a district investment and Randy would do the training for the district. Randy will take care of the liaison paperwork and will be responsible for the equipment. *Chairman Hawkins moved to approve the request for Randy Pafford to become BLS/CPR certified instructor for ACFD1. Motion was seconded by Treasurer Wadsworth.* Discussion – AED's need to match the districts. The total would be \$2875. *Motion was approved unanimously.*
 - b. Board resolution for billing – *Chairman Hawkins moved to sign the resolution for billing to move forward with Fire Recovery. Motion was seconded by Secretary Burkhart and approved unanimously.*
8. Chiefs Report: Discussed renaming the apparatus and legal representation.
9. Department Reports:
 - a. CVVFD – Working on a PA for the next meeting for cordless extrication tools, working on a quote now, around \$40,000 through Bob Glasson with Fired Up Rescue Tools. CVVFD is discussing selling their ambulance. RT130 will be April 22nd at 9:00am.
 - b. VVFD – RT130 is on April 8th at 8:00am. They have created two divisions, a wildland division and a fire rescue division. Members can choose one as their primary and are allowed to work between the two. Intent is to improve membership retention and give volunteers the opportunity to do what they really want to do and focus on the training they want and are interested in. Has been well received. Justin Burch is head of the wildland division and Scott Green is head of the fire rescue division.
 - c. BLVFD – Their fill station is installed and operational. They are looking at getting the extractor hooked up, running the drain and tying into what is already there, also considering what to do for hot water. Their septic has never been pumped.
 - d. WYCO – Waiting for wire transfer from FEMA, truck is ready to be picked up.
 - e. TSVFD – No one present.
 - f. Central – AC20 is at VVFD. Tender 31 is still in Casper, the valve has finally shipped. AC5 engine issue quote is \$5000.
10. New Business: BLVFD is doing their RT 130 April 24th at 6pm, and their pack test will be in May, with a tentative May 6 date that is subject to change.
11. *Chairman Hawkins moved to adjourn the meeting at 7:33 pm. Motion was seconded by Treasurer Wadsworth and approved unanimously. Work session 4/12, board meeting 4/26.*

Respectfully Submitted,
Michele Turner, ACFD#1 Administrative Assistant