

## Albany County Fire District #1 Board Meeting Minutes November 17, 2021

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

1. Call to Order: Meeting was called to order at 3:39 pm. Board members present were Luke Hawkins, Art Sigel and Brett Wadsworth. *Chairman Hawkins moved to adjourn into Executive Session for purposed of receiving legal advice. Motion was seconded by Treasurer Wadsworth and approved unanimously.* Chairman Hawkins reconvened the regularly schedule November Board meeting at 5:01pm
  - a. Board Announcement: Executive session topics included Federal COVID Mandate, CDL, and process of filling Secretary Sigel's vacant board position.
2. Minutes of October 20, 2021 Meeting: *Treasurer Wadsworth moved to approve the minutes as presented. Motion was seconded by Secretary Sigel and approved unanimously.*
3. Comments from the Public: No public comments
4. Financial Report: Pleased with audit results, only one finding where one expenditure didn't have a signed perjury statement. With the single voucher/single perjury statement there were zero discrepancies found. Thank you all and Teri Jo for a good outcome.
  - a. Bill to be paid: *Chairman Hawkins moved to approve the November Financial Report as presented. Motion was seconded by Treasurer Wadsworth and approved unanimously.*
5. Report - Outside Agencies/Guests:
  - a. LFD – Still waiting for steel for outside stair on burn building. Hopefully done at the beginning of the new year.
  - b. EMA – No one present.
  - c. LARC – CAD and records management update yesterday that seems to have gone well. The problem with the paging amplified and they are working with WYDOT to get it repaired. This is an opportunity to replace the amplifier and base station to get clearer signals out. He is working with GIS people and the software itself to resolve the I Am Responding issues.
  - d. County Fire Warden – Last voucher for the District was signed at last night's County Commissioner's meeting.
6. Board Topics:
  - a. Fire pay, forwarding address – *Treasurer Wadsworth moved to approve that direct deposit is highly encouraged for all firefighters. If a firefighter wants to keep receiving a paper check they may do so, but a current mailing address must remain on file with the district bookkeeper. If the check is returned to the District due to an address change, then the firefighter must either pick it up in person at the District meeting or at Teri Jo's office; and lastly the firefighter may send an email to Teri Jo designating a specific person, by name, who is authorized to pick up the check for further delivery to the firefighter. Motion was seconded by Chairman Hawkins and approved unanimously.*
  - b. Financial Reports Due the 5<sup>th</sup> of each month – Proposal from last meeting. Treasurer Wadsworth and Teri Jo met with department treasurer's/Chiefs and there were no objections to this proposal. *Treasurer Wadsworth moved that department financials are*

*due the 5<sup>th</sup> of each month. Motion was seconded by Chairman Hawkins and approved unanimously.*

- c. Direct Deposit – See a. Fire Pay
  - d. VVFD Land Status Update – Attorney Goetz reached out to Mr. Lee regarding proposal with no response yet.
  - e. LOI Appointee Discussion – Received great LOI's and will be moving forward with interviews after Thanksgiving. Should be able to appoint someone by the December Board Meeting.
  - f. SLIB Grant, ARPA, updates – SLIB applications due in February. Chief's please identify the next appropriate project so we can move forward with an application. AFG grant is currently open. During ARPA, they did not get to the District (they started with non-profits and didn't get to governmental agencies). They will meet again on December 13<sup>th</sup>. Chairman Hawkins will include the radio estimate received from Chief Rinehart.
  - g. Wind Project Updates – Rock Creek is still working with Pacific Corp on ERP. Will work with Rock River (Small department) and LARC as nears completion under the "closest forces concept". This will include CVVFD and Central boundaries. No movement on Rail Tie.
  - h. Incident Response and Dispatching – Chairman Hawkins appreciates receiving the missed dispatches, as he reaches out to LARC to get corrected immediately.
  - i. ISO Status completed – All has been submitted. Chairman Hawkins thinks it went well. Our overall response rate to structure fires is 24 firefighters. Reports that the departments ran were extremely helpful. Joyce with the State offered two options regarding ER – 1) She can create a designee, but Chairman Hawkins feels this is a temporary fix; 2) She can merge accounts into one account with old records from individual accounts being archived. This could be a huge benefit to the District as reports could easily be run by the Board and Chiefs wouldn't have to worry about query reporting. Personnel and apparatus would not be archived but would be uploaded into the "new" account. All departments were grandfathered in except Central, so they pay a fee. Chairman Hawkins will reach out again if the Chiefs are OK with merging to one account. Eric mentioned that ESO bought ER.
  - j. CDL Status and process -
7. Chiefs Report: Chiefs group discussed the policies. Suggestion to change the name of Member in Good Standing Policy to Active Firefighter Policy. For the Pension Policy suggested changing wording under Policy Paragraph to Active Firefighter, take away the dollar amount and put in monthly premium and update the last section in line with Wyoming Retirement procedures.
8. Department Reports:
- a. TSVFD – No calls, the outdoor above ground cistern has been drained. The trucks have water and they are heated.
  - b. Central – Interested firefighters, waiting on applications. Would like to start an academy the first of the year. Sheet rock is finished at the South Station and they have started painting this week, the floor is scheduled for installation the last week of November. T31 is now fully operational. WSF has acquired a portable 30 kw military surplus generator under the FPP program for Central as emergency backup power at the

South Station. They will keep on the trailer so we the District can also have a large portable generator. Should they try to get rid of AC20 (type 4) or get a newer LMTV and swap the fire package? Is there a need and the manpower to operate? State Forestry is a year out if looking at acquiring a LMTV. They are newer, better part supply, easier to drive because they are automatic, power steering, however, they are no faster when driving on the highway because they are governed. Mechanically they are more reliable, easier to work on and nicer to drive than the old 2.5 tons. Under WSF program we only pay for the shipping costs to get it here.

- c. VVFD – Truck fire on I-80. Losing two members with potential new members. Two working on CDL's. Annual Christmas tree sale will be at normal location next to Butcher Block.
  - d. CVVFD – Three firefighters are close to the end of the EMT class. Next week they should start drilling the well, there was a delay due to a bit that broke and it took some time to find a new one. Neil has a need of EMT's for ski patrol at the ski area.
  - e. BLVFD – Tender 2 has an issue with the light bar. The estimate for 36 inch led light bar is \$604 and \$150-\$200 to install. *Treasurer Wadsworth moved to approve up to \$800 of BLVFD funds for the light bar and installation on Tender 2, a District tender, with 100% reimbursement from ACFD#1 funds. Motion was seconded by Chairman Hawkins and approved unanimously. PA 322 TheFireStore.com has thermal imaging cameras up to 50% off.*
9. PA Approvals: No PA's
  10. New Business: If Chief's need legal counsel, bring through chain of command by forwarding up through the Board, who will then contact Attorney Goetz. Question regarding personal liability as a volunteer firefighter. Under Wyoming Statute there is some immunity unless there is gross negligence and/or willful misconduct. If you are acting in accordance with your training, and without gross negligence and/or willful misconduct you would be in good standing.
  11. Next Meeting is December 15, 2021
  12. Adjourn: *Chairman Hawkins moved to adjourn at 6:10 pm. Motion was seconded by Treasurer Wadsworth and approved unanimously.*

*Expenditures by the Board totaling \$800 to include up to \$800 of BLVFD funds for the light bar and installation on Tender 2, a District tender, with 100% reimbursement from ACFD#1 funds.*

Respectfully Submitted,  
Michele Turner, ACFD#1 Administrative Assistant