

## Albany County Fire District #1 Board Meeting Minutes March 23, 2022

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 to Order: Meeting was called to order at 5:03 pm. Board members present were Luke Hawkins and Matt Burkhart and Brett Wadsworth, both via zoom.
2. Minutes of 2/16/2022 Board Meeting: *Secretary Burkhart moved to approve minutes as presented. Motion was seconded by Chairman Hawkins and approved unanimously.*
3. Comments from the public: No public comments
4. Financial Report:
  - a. Bills to be Paid – *Chairman Hawkins moved to approve the March Financial Report as presented. Motion was seconded by Secretary Burkhart and approved unanimously. Secretary Burkhart moved to delegate that Michele Turner be allowed to sign the second position on the District checks for Financials for this meeting only so as to expediently pay vendors. Motion was seconded by Chairman Hawkins and approved unanimously.*
5. Report – Outside Agencies/Guests:
  - a. Laramie Fire Department – Chief Johnson stated the drill grounds project is scheduled for April 11 delivery of steel and then they will finish construction.
  - b. County Emergency Services – Stephanie Baker is our new EMA Director.
  - c. Dispatch, LARC – They are working with IT and Crewforce. It's a tedious process to get everyone enrolled and online.
  - d. County Fire Warden – No one present
6. Board Topics:
  - a. Fire Pay – Nothing to report
  - b. MASA/Retirement, Grants, Policies – The agreement needs to be signed. Enrolled 68 members at \$228/year for a total of \$15,504. Regarding grants and reporting, this impacts the State's overall ability to receive grant funding that is then dispersed to VFD's.
  - c. BLVFD Woodslanding Substation – The Highway 10 is not big enough to put modern apparatus in. They need to replace out apparatus and they need to be able to house it. Bill Sheehan would like to donate some land to the District but would like the District to handle the legal transaction. Their Auxiliary has committed to spend \$70,000 for excavation, foundation and construction of the building. The department has committed \$50,000 for insulation, power and heat. Concerns with past land transactions being done improperly. Chairman Hawkins will meet with Attorney Goetz to determine legal costs for land transfer for BLVFD Woodslanding Station. BLVFD to get an estimate of costs from title company for land transfer for BLVFD Woodslanding Station. Secretary Burkhart will reach out to surveyor regarding costs for land transfer for BLVFD Woodslanding Station.
  - d. Wildhorse Ranch Substation – Hoping to hear back from BLM in June regarding land.

- e. Incident Response and Dispatching – Some delayed dispatches surrounding I-80. The City is moving forward with Crewforce. District will have a few people test and see if it works in a rural setting. There might be liabilities with the information housed in the system and therefore we may need to have some type of documentation because this app contains so much information that is confidential. Who would pay for tablets on the apparatus? Chief's do not change anything you are currently doing. This is just another tool.
  - f. ARPA Updates – They are working through the non-profit section of funds first. Hoping for an April date for EAP, UV lights, SCBA compressors and ADA bathroom monies.
  - g. Wind Projects Update – Rock Creek awarded funds of \$3.1 million total. Rail Tie and Rock Creek to break ground Spring 2023. Checks will come in once construction begins and are expected as monthly payments for 24 months. If the projects stop/halt the checks stop/halt as well. Will need training for these large industrial sites.
  - h. CDL Status and Process – WYDOT Z endorsement is an exemption built into the Federal Motor Code that has an exemption for firefighters. It is further clarified in Wyoming with the same text from the Federal Statute. Michele to look into LGLP again and liability issues, how they want us to be covered.
  - i. Emergency Reporting – Moving forward with the upgrade of the ACFD account to the premium level. This will be a slow process.
  - j. Red Cards and Local Standard for firefighter pack test – District needs a minimum standard. Would like the Chief to discuss and then get back to the Board with suggestions regarding a minimum standard across the District. Moderate level? Light level? Chairman Hawkins does not want anything to happen where we have created an environment and allowed something to happen within the District that puts a liability on the District. Want to be safe and be centered around safety and performance. Could look at different levels of response. Talk to firefighters to see what is feasible and fair. Chairman Hawkins will write something up and send to the Chiefs. There is also a burden on the firefighter to know your capabilities and do not volunteer for something you cannot handle. Also, should we be addressing the structure firefighting side as well?
7. Chiefs Report: Getting ready for wildland season, department trainings
8. Department Reports:
- a. BLVFD – Red card class April 22-24, Shawn needs to know attendance by April 12 to finalize logistics. RT130 will be April 25 and the pack test is May 21.
  - b. WYCO – No one present
  - c. TSVFD – Still closed. RT130 April 23.
  - d. CENTRAL – AC22 (Park City Engine) in service and working on getting AC27 to BLVFD. Have been responding out of South Station for several months now. They are working on interior buildout for living quarters. Next month they will be requesting an increase on this PA because of increased prices due to inflation.

- e. VVFD – RT130 April 9, doing the pack test in Laramie. Hazmat awareness and extrication training.
- f. CVVFD – RT130 April 23. There's an email from Eric regarding paging discrepancies. Looking at older radios that will not longer be serviceable. Everyone was supposed to get their radio inventory/needs to Michele/Luke so Michele could forward to EMA.

9. PA Approvals:

- Question for Central regarding the HPUE – that is the high-power repeater for FirstNet that would go in the command vehicle. Tablets will also be able to access if they are close enough. Treasurer Wadsworth sent an email approving all PA expenditures listed. *Chairman Hawkins moved to approve PA 338 Central's 4 gas meter part at \$900; PA 302 increase of Central PA for mower and snowplow of \$2000 for total of \$5000; PA 313 increase for AC22 equipment and letter of \$5000 for a total of \$15,000; PA 339 Central HPUE wireless install for AC1 at \$2500; PA 340 Central iPad tablets at \$2000; PA 342 Central air bag lifting kit at \$5000, all 100% department funds. Motion was seconded by Secretary Burkhard and approved unanimously.*
- *Chairman Hawkins moved to approve PA 343 BLVFD SCBA & tank servicing at \$1200, 100% department fund. Motion was seconded by Treasurer Wadsworth who emailed approval and approved unanimously. Secretary Burkhard abstained.*
- *Chairman Hawkins moved to approve PA 344 VVFD VV2 pump leak and batter repair at \$679.59; PA 345 VVFD Building 2 heater repair at \$5000, all 100% department funds. Motion was seconded by Secretary Burkhard and approved unanimously. Treasurer Wadsworth abstained.*
- CVVFD would like to purchase a new type 6 engine for dispatch with a 5-year warranty to control maintenance costs associated with older apparatus. It is a 4-door, RAM chassis from Outback Fire in Utah. Need to move quickly as in the past 4 months the price has increased \$7000. Outback needs a 20% down payment to hold the truck and the CVVFD Auxiliary paid that. It has a gas engine pump, skid package, lifetime warranty on the tank and is foam capable. It will replace Engine 14 and BJ Clark with Laramie Peak has expressed interest in purchasing Engine 14. Engine 14 was originally purchased with all CVVFD department funds. *Chairman Hawkins moved to approve PA 346 CVVFD's purchase of new type 6 engine at \$119,000, 100% department funds. Motion was seconded by Secretary Burkhard and approved unanimously.*

10. New Business: We will have a budget meeting in May. Chief's be looking at your budgets and cost associated with running your department for the month and the year. Chairman Hawkins would like to know what it costs for the District to operate monthly and yearly, as no one has a good understanding of this. Also consider how much does your auxiliary have to contribute to keep your department. Working on the City of

Laramie Contract. Chairman Hawkins would like to get to each department main station for a monthly board meeting. Let him know if you are interested.

11. Next Meeting: April 20, 2022

12. Adjourn: *Chairman Hawkins moved to adjourn the meeting at 7:09 pm. Motion was seconded by Secretary Burkhard and approved unanimously.*

Respectfully Submitted,  
Michele Turner, ACFD#1 Administrative Assistant

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