

## **SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT**

### **Meeting Minutes June 2, 2011 Public Meeting**

- 1) **Call to order:** Chairman Calanni called meeting to order at 7:05PM
- 2) **Introduction of Guests:** None
- 3) **Attendees:** Board members Sam Calanni, Anita Long, Flip Boettcher, Amy Mason, and Harry Gintzer. Also present are Secretary to the Board Roberta Smith, Deputy Fire Chief Felton, Auxiliary President Davis Tilton, Public Relations Officer Rita Baysinger, Comm Officer Gordon Scott, Donavon Johnson, Barbara Felton, Joan LePage and Larry LePage.
- 4) **Approval of Agenda:** Inclusion letters removed from Old Business. Anita Long motioned and Flip Boettcher seconded to approve the agenda. Vote is unanimous.
- 5) **Approval of May meeting minutes:** Change May to April by hand on Approval of April meeting minutes. Also change by hand under First Responder Day, We “are considering” a Potluck....Harry motioned to accept the May Meeting Minutes with the above changes. Anita Long seconded the motion. Vote is unanimous.

#### **6) Directors and Chief Reports**

**Treasurers Report:** SPCFPD received three donations totaling \$500 from Lawson, Kristoff and Hess. The check for \$200 from Kristoff was for a prescribed burn. The fuel bill for April in the amount of \$2,028.77 was due to higher usage and higher prices. We are currently paying \$3.63 for Unleaded and \$3.88 Diesel. YTD income at the end of May is \$8069 less than budgeted. YTD expenses are \$780 more than budgeted. Net income at the end of May is \$8,849 less than budgeted and YTD Capital Outlays are \$1,678 less than budgeted. With three rounds to date this year the SPCFPD has added 173 properties with \$1,718,590 assessed value and \$13,484 annual tax revenue.

**Public Relations:** Rita Baysinger was sent to Wildlife and Fire Prevention Academy in Nebraska in April. Some of the areas covered were fire safety, stop, drop and roll, prevention, how to keep structure or wild land fires from happening, and how to make a safe burn barrel. There is an increased interest in wild land fires. Rita has assorted information for distribution from the Fire Station on July 4. Chief Stanley liked the Fire Danger Wheel with what the different danger ratings mean. Rita will make a new wheel at 3.5”x5.5”. The production cost on the internet is 38cents each or 200 for \$95. Rita distributed samples of the wheel she made and explained how the wheel works. A Burn Permit is required for all Controlled Burns. Rita also distributed a Pre-Burn Check List for questions that need to be asked prior to burning. Rita suggested that this check list be handed out when people apply for a burn permit. Smokey Bear Goodies were also discussed and samples distributed. Smokey 12” Rulers made out of plastic and each color represents one of Smokey’s five rules costs \$15 for two packages of 100 each. Smokey stickers with the classic Smokey Bear face cost \$6 for 2 rolls of 100 ea. The Wildfire Strikes Home “ costs \$14 for 2 packages of 100 ea. The Homeowner’s Handbook to do a self assessment costs \$28 for 4 packages of 50 ea. Rita also mentioned Smokey Storage Bags which cost \$28 for 8 packages of 25 ea. (Please see attached samples). Rita also discussed a video called “Be Ember Prepared”. SPCFPD can duplicate the DVD inexpensively for library check out. Rita also asked if the Auxiliary Members could set up a table at the July 4<sup>th</sup> SPCFPD function to distribute informational literature. Amy Mason mentioned the possibility of building burn barrels and the duplication of the Pre Burn Check List. Some discussion followed. Some not in favor of building burn barrels or providing literature on burn barrels. Anita Long motioned to allow

\$275 for Rita Baysinger to order the above mentioned literature. Flip Boettcher seconded the motion. Vote is unanimous. All literature approved other than the video and Burn Barrel Brochure Rita may post Pre-Burn Checklist and instruction on what Fire Danger Ratings mean on website. Rita will use GuffeyFire.net on literature.

**Regulatory Matters:** SPCFPD current on all submissions. Work on budget due in October.

**Chiefs Report:** (Report Attached) Chief Stanley remains gone on a fire. Deputy Chief Don Felton gave report. Deputy Chief thanked the auxiliary for the great t-shirts and for the lunch support on the RX Burn on 5/25 and 5/26. RX=Prescribed Burn. In May the following responses were made by SPCFPD;

1 Standby for Assault on 5/1/2011

1 Smoke Report with no Burn Permit on 5/24/2011

1 RX Hwy 9 on 5/25/2011

1 RX on State Property on 5/26/2011 (Request for another burn next week)

1 Medical Headache from Guffey Gorge on 5/26/2011

Equipment Usage please see Chief's Report. Fuel usage was 171 gallons of Diesel and 194.2 of Gas.

**Ambulance:** Reported on by Joan LePage. The ambulances passed inspection and can be utilized. Erick liked the heart monitors and some gurneys. Joan is requesting budget for another Life Pak 12. Anita Long states it will have to be in 2012 Capital Asset Plan. Sam states if one becomes available prior to 2012 we should "jump on it". Anita Long motioned to purchase Life Pak 12 if one becomes available. Harry Gintzer seconded the motion. Vote is unanimous.

**TAC Repeater report:** given by Gordon Scott. The interconnects for the components are done. The Antennae is almost up. The electrician will plug Repeater for 110. 12V light outside of garage tells people the Repeater is on. KNS has to check everything prior to flipping the switch. It is working when hand held turns out. TAC 9 Repeater East the hand held's currently has weak transmission. The Service Truck/Command Truck needs a flat screen TV to put the Moving Map Display in. There will be full mobile command. A scene can be blown up and wax pencils can be used. All data can be handled through the Command Truck. A suggestion was made for a donation wish list to be placed on the website to include a 36" flat screen TV. It was suggested to approach Wal Mart for a donation. The trend is with pack sets and we are running low with charge sets. We will need to purchase charging systems and belt clips. The goal is to have 2 per each fire fighter. As an example one radio will be used until it dies and then put it on a charger. Then the second radio can be used. The batteries are starting to age. All current pack sets are old with some being over 12 years old. There is a ten pack in the command vehicle whereby up to ten radios can be charging at one time.

**Auxiliary Report:** Report given by Dave Tilton. The auxiliary is planning and getting things together for July 4<sup>th</sup>. T-shirts are available. Jerica Despain's Memorial Plaque has been mounted. Saturday is all day training and there will be a list on refrigerator to clean up the Fire Station. Dog tag sales approx \$30 to auxiliary.

7) **Old Business:**

**TAC Repeater Site Status:** Report given by Gordon Scott in Chief's Report.

**Inclusions-Round 2, 3 and 4:** Inclusion Round 2 has been approved by the judge. The inclusions have been sent to the Assessor and are now complete. The public hearing for Inclusion Round 3 is being held tonight. Inclusion Round 4 public hearing to be held August 4<sup>th</sup>.

**Policy on Executive Sessions:** Larry LePage expressed that he is not in favor of recording the Executive Sessions. There is no voting at Executive Sessions. Some discussion followed. The tape Recordings are to be kept for only 90 days as per policy #130. Amy Mason moved to adopt Executive Sessions Policy #130. Flip Boettcher seconded the motion. Vote is unanimous. Chairman Calanni will sign the original copy of the Policy.

**Included Property Listings:** The Included and the Not Included Properties will be posted on the web site. Anita Long will send email to Chief Stanley and Deputy Chief Felton a listing of newly Included Properties. The Name, Legal Description, Subdivision and Property Type will be provided.

8) **New Business:**

**Public Hearing on Inclusions:** At 8:21PM Chairman Calanni opened the public hearing on Inclusions Round 3. There are 33 property names to be included. Are there any objections on including these 33 owners into the Fire District? Since there are no objections the public hearing is closed.

**Resolution on Inclusions:** (copy attached) Anita Long moved to adopt this resolution. Flip Boettcher seconded the motion. Vote is unanimous. Chairman Calanni will sign the original Resolution on Inclusions.

**Approval of Insurance Invoice:** Approval of invoice for \$9,728.10 (\$10,809 less 10%) for FIREPAK Insurance through Continental Western (\$1080.90 in commission was waived by the broker). Anita Long motioned to approve the invoice. Harry Gintzer seconded the motion. The vote is unanimous.

**Volunteer Signs:** Three signs were approved for approx \$350. The signs will be shipped out next Friday.

**Capital Asset Management Plan for Budget year 2012:** Chief Stanley will need to provide inventory of apparatus, equipment, tools, and status of buildings completed by the end of August 2011. Chairman Calanni will construct the Capital Asset Management Plan.

9) **Public Input:** None

10) **Adjourn Public Meeting:** Adjourned by Chairman Calanni at 8:30PM.

11) **Executive Session (if needed):** No Executive Session held.

---

**Respectfully Submitted by Roberta Smith, Secretary to the Board**