

SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT

Meeting Minutes for Sept. 1, 2011 Public Meeting

- 1) **Call to order:** Chairman Calanni called meeting to order at 7:07PM.
- 2) **Introduction of Guests:** None
- 3) **Attendees:** Board members Sam Calanni, Anita Long, Flip Boettcher, Amy Mason, and Harry Gintzer. Also present were Board Secretary Roberta Smith, Deputy Fire Chief Don Felton, Joan LePage, Larry LePage, Donavon Johnson and Seth Stahlman. Fire Chief Gene Stanley is absent fighting wildfire with State Forestry Service near Laramie Wyoming.
- 4) **Approval of Agenda:** Amy Mason motioned and Anita Long seconded to approve agenda. Vote is unanimous.
- 5) **Approval of Aug meeting minutes:** Flip Boettcher motioned and Harry Gintzer seconded to approve August meeting minutes. Vote is unanimous.
- 6) **Directors and Chief Reports:**

Treasurers Report: (report attached) Received \$20,725.45 from Forrest Service for wildfire participation. Paid 5 individuals \$17,228.95 plus expenses of \$3,040.12 for net service income of \$456.38 for August (\$2,319.08 YTD). Received refund of \$222.95 from W.S. Darley & CO for items returned. It was a credit. KNS had two trips to Dicks Peak due to lightning strikes. The total repair costs are \$3,887.95. Total payment to Communications System for TAC 9Repeater set up on G. Scott's property is \$6,061.18. SPCFPD is expecting approx \$5800 Grant monies which will offset the amount paid. YTD income at the end of Aug is \$2,343 more than budgeted. YTD Expenses on Aug 31 are \$4,007 more than budgeted. Net Income at end of Aug is \$1,664 (approx 4%) less than budgeted. Capital Outlays (YTD) are \$13,616 less than budgeted (\$4,384 more than budget, discounting Station 2 \$18,000). Treasurer's Report was accepted as submitted.

Public Relations: Plan for Oct. Newsletter. Anita Long will call Rita Baysinger. We would like one more Newsletter out by the end of the year. We would like to include pictures of the Banners and Wind Socks. Anita may go ahead and invoice advertisers.

Regulatory matters (sched. of 4th qtr. Submissions): Please see Schedule of Regulatory Submissions for 4th Quarter of CY 2011. Sam Calanni will notify DOLA of renewed Bond when the Bond is renewed.

Chiefs Report: (report attached)

Medical Runs in August was 1. Traffic Accident Runs were 2. Smoke Reports were 2.

Security Camera System Presentation: (handouts included). Fire Chief Stanley recommends a 4 camera wireless system with motion detectors and IR at night to assist with the minor thefts that have been occurring at Station 1. The cost of this system is approx. \$500. It was discussed that Larry LePage and Harry Gintzer have this security system in their home and they are both very satisfied with it. Discussion by board members followed as to allowable viewing, etc. It was recommended that there should be a camera on the dumpster and one on the Fire Station door. It was agreed to use Station 1 as a test bed. Each camera has a 60 degree angle of exposure. A cable will be needed for each camera. Seth stated the cost of the cable is \$20/100 feet. There is a free Dropbox Account to store transmissions. Amy Mason motioned and Harry Gintzer seconded to authorize up to \$600 for a security system at Station 1. Vote is unanimous.

Status of TAC9 East Repeater: Electrician hooked up. Repeater is operational. Checks were issued to Communications Systems for Repeater set up on G. Scott's property, Register Electric for installing the electric meter and circuit for the Repeater.

Jan Breslin: EMT at Wyoming fire.

Wind Sock up at Station 3: Thanks to Jim Ivey, Kathy Mikesell and Doug Schellinger.

New Volunteers: Kathy Mikesell, Dave Baysinger, Communications

Volunteer Banners up at all three Stations: Thanks to Donavon Johnson. A phone line was nicked in the process of installing the banner at Station 1 which resulted in the phone lines going out.

CPR Training: A CPR class is scheduled for Sunday Sept. 18. Mary Curtis requested CPR training for some Bull Moose staff. Donavon will provide a CPR class for the Bull Moose staff at no charge.

Chief Gene Stanley WY Fire: Chief Stanley left today for the Wyoming Fire which will be his last deployment for the year.

Medical Staff at Guffey 9Health Fair: Report given by Joan LePage upon inquiry by Chairman Calanni. Joan reports that Fire Dept staff will monitor First Aid Station, Blood Pressure, Pulse Ox and Finger Stick tables as well as picking up shut ins, traffic control and shuttling. There will also be an ambulance standing by at the Guffey 9Health Fair site which is the Guffey Charter School.

Auxiliary Report: There will be an Auxiliary meeting after Dave Tilton returns.

7) Old Business

TAC Repeater Site status: Covered under Chief's Report. The TAC Repeater System should be wired up permanently. Donavon Johnson and Gordon Scott states improved transmission.

Capital Asset Management Plan: Currently on hold until 2012 Budget approved. SPCFPD will be purchasing 12 Lead Monitor and 10 more radios. The Station 2 Land Condemnation will be "friendly". Dave Hudak will assist in facilitating the condemnation. A question regarding property Appraisal was posed. Sam Calanni responds that the property has already been appraised. Dave Hudak will receive \$15,000 for the land, however, additional monies will be needed for surveying and Legal fees. Legal fees are estimated to be approx \$3,000 to \$4,000. Deputy Chief Don Felton will look for surveying pins on the property.

Round 4 Inclusions: Chairman Calanni reported that on 8/23/2011 the Court granted the Round 4 Inclusions and that these Inclusions will be included in the 2012 tax revenues. Tax receipts for 2012 will be approx \$14,897. The stragglers will be submitted in the spring of 2012.

Budget Preparation Status: The 2012 Budget status reflects a consensus of approx \$20,000 Service Income, approx \$7,000 in Grants, 2012 new property tax, and changes in Capital Improvements at approx \$44,000 for the following three items; Station 2 land, 12 Lead Cardiac Monitor and new radios.

Station 2 land Condemnation: Covered above in the Capital Asset Management Plan. SPCFPD will investigate to see whether the County Surveyor can provide the survey on Station 2 land at the County expense.

Security Surveillance System: Covered in the Chief's Report.

8) New Business

Ratification of payments exceeding \$500:(Please see attached email from Chairman Calanni dated August 10 regarding the following two purchases) Ratification by the Board for two purchases which exceed \$500 is required. Anita Long motioned and Flip Boettcher seconded to approve the \$3,887.95 Payment to KNS Communications Consultants for parts and repairs for Dicks Peak Repeater and \$625 to Register Electric for electrical meter installation for our TAC Channel Repeater. All the work has been approved. Vote is unanimous. Treasurer, Anita Long would like to have authorization for Fire Chief to make emergency repairs to existing equipment up to \$5000. Chairman Calanni will research by laws and Anita Long will research financial practice. Discussion will be resumed at that time.

- 8) **Public Input:** Rocky Mountain Rural Health will be offering Mammograms on September 9, 2011 all day at the Guffey Community Library. Seth Stahlman is requesting that the SPCFPD Board give him official autonomy for the SPCFPD Web Site. Seth had assumed primary responsibility for the Web Site since 2008. Seth would like to commercialize by having the option of listing businesses, etc. and selling items such as calendars, T-Shirts, hats, etc. The proceeds of items sold on the website would go to the creators of the items or proprietors of the businesses who would be either members of the department, members of the auxiliary, members of the board, or businesses which advertise in the SPCFPD newsletter. Seth explained that the Board would give latitude as with any other Web Master and that the Board could “rein in” if any problems or objections arose. Also, if there were any problems with any issues in which the Fire Dept could be construed or seen as “endorsing”. Chairman Calanni stated he wanted to discuss this matter with Fire Chief Stanley prior to any decision being made.
- 9) **Adjourn Public Meeting:** Meeting adjourned by Chairman Calanni at 8:28pm.
- 10) **Executive Session (if needed):** No Executive Session held.

Respectfully Submitted by Roberta Smith, Secretary to the Board