

SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT

Minutes for March 28, 2013 Public Meeting

- 1) **Attendees:** Board members present are Sam Calanni, Anita Long, Amy Mason, Flip Boettcher and Roberta Smith, Secretary. Harry Gintzer is attending via telephone. Department members present are Co-Chief Gene Stanley, Co-Chief Larry LePage, Joan LePage, Bill Harper, Don Rocksted and Kent Wierman. Auxiliary members present are Doug Schellenger and Nancy Harper. Guest present is Barbara Light.
- 2) **Call to Order:** Chairman Calanni called the meeting to order at 7:10PM.
- 3) **Approval of Agenda:** Chairman Calanni is moving the Executive Session up to after the Approval of March meeting minutes to facilitate the Harpers who are part of the Executive Session. Additionally, under New Business add the MOU with Sheriff's Office and Reimbursement to the Harpers for housing the Fire Chief candidate Jim Van Shaick and wife Anita as well as candidate Steve De Chellis and wife Nancy. Anita Long motioned to adopt the Amended Agenda and seconded by Amy Mason. Vote is unanimous.
- 4) **Approval of March Meeting Minutes and minutes of 3 Special meetings in March:** The March 7th Meeting Minutes are not prepared due to the early Public Meeting on March 28th. There are three minutes for the three special meetings in March. Amy Mason moved to accept the March 13th Minutes as amended and the motion was seconded by Flip Boettcher. (correction of spelling of Rocksted). Vote is unanimous. Amy Mason motioned to accept the March 23rd Minutes as amended and the motion was seconded by Sam Calanni. (correction of spelling of Parrish). Vote is unanimous. Motion by Anita Long to accept the March 26th Minutes as submitted and seconded by Flip Boettcher. Vote is unanimous.
- 5) **Executive Session on Personnel Matters:** Chairman Calanni called the Executive Session to order at 7:22PM. Open Session resumed at 7:40PM.
- 6) **Directors, Chief, and Committee Reports:**

Treasurers Report: Received 1 Forrest Service check for \$8,393.99 and issued 1 check to G. Stanley for \$8,055.99. Net service income YTD is \$3,984. Received YTD \$270 from nine advertisers. Received Grant from Park County Emergency Services for \$2500. Opening balance in checking account on March 1st was \$1,108.49 and ending balance at the end of March is \$6,197.38. Total General Fund at end of March is \$126,104.05. Capital Reserve Fund Balance is \$19,044.99. March expenses related to Hummvee is \$499.75 with Hummvee cost at \$31,192.97. Income at the end of March is \$48,793 which is \$798 more than budgeted. Expenses are \$29,899 which is \$21,041 less than budgeted. Net Income is \$18,894 which is \$21,839 better than budgeted. Capital outlays are \$955 over budget. Expenses are over budget in four categories and under budget in nine categories. Quarter end payroll related reports and corresponding checks have been completed.

Public Relations: Received payments from nine advertisers to date. Anita states she will talk with Rita about the target date of April for the Newsletter. Sam mentioned that the lead article should be about the appointment of the new Fire Chief if all goes as planned.

Regulatory Matters: Anita reported that the State accepted our Exemption from Audit with no exceptions. Sam stated we received a letter from Continental Western and they are changing all minimum deductibles to \$500 with the next renewal which should result in reductions in premiums.. A reduction in premium should be seen with taking # 962 off of the liability account.

Chief's Report (See report): Report given by Co-Chief Larry LePage. The March call outs consisted of 2 Medical; 1 Traffic. The traffic accident was a no injury but the car was not drivable. Accommodations needed to be found for a group of stranded motorists. Amy Mason provided accommodations for the group. Amy advertised the need for accommodations for stranded motorists on her email list and received positive responses from four families with some restrictions. Sam mentioned that there is food, blankets and ten cots in the nurses

office at the Community Center. The problem is that there must be someone in attendance with them at all times. The 982 Tender TV System monitor went bad and cannot be repaired. Larry cannot find a replacement any cheaper than \$600. Anita Long motions to authorize expenditure up to \$700 for the replacement TV System for rear view on the 982 Tender and Flip Boettcher seconds the motion. Vote is unanimous. Dr. Ross recommends using the Image Trend software package and Larry states the web base system is very time consuming when working with the Public Health website. Larry is planning to order a laptop and is recommending that the EMT doing the run report will take the laptop and do the run report but the completed run report will be uploaded by Gene, Joan, Donna or Larry after the report has been checked. Sam states with Image Trend the District will be eligible to apply for Medical Grants. Wild Blue has been replaced by Exede which is much faster and has not crashed.. The billing will be paid on the credit card issued to Larry LePage. The previous charge for internet service was \$80/month and is now \$50-\$60. Larry contacted a CDOT Supervisor who is allowing the Department to replace the sign. The Howard Fire Department requested to buy an ambulance. Larry would like to donate the LifePak 11's and a couple of Zol monitors. Anita stated the donated equipment can be written off if donated to another Fire Dept. Flip Boettcher motioned and Amy Mason seconded that the LifePak 11 and two Zol monitors be donated to the Howard Fire Department. Vote is unanimous.

Chief's Report: Report given by Co Chief Gene Stanley. FEMA requiring an update of the HAZMAT SOP's. This will be an ongoing endeavor into Fall. The first meeting is scheduled on April 26th. Gene states he will offer to accompany the new Chief to this first meeting. Gene will be attending a Federal Wildland Fire Management in Olympia, WA for five days of training with 1 day travel on each end. Gene will be out of the District the week of May 6th.

Auxiliary Report: Don Schellenger reported on Aux activities. Fire Fighters in Saturday all day training. The Aux provided beverage and snacks for the stranded motorists. Provided breakfast for candidate Jim Van Shaick and Bill and Nancy Harper provided lodging for Jim Van Shaick and his wife Anita. Lunch was provided for Jim Threadgill and wife Jessica and a spaghetti dinner was provided for Steve De Chellis and wife Nancy and Fire Fighters. Don Rocksted cleaned Station 1 before each event. Nancy and Bill Harper provided lodging for Steve De Chellis and wife for two nights. Provided a fruit basket for Harry Gintzer who is still in the hospital. Provided flowers for Jim Yoder while in the hospital. Aux set a date of July 4th, 5th and 6th for Yard Sale with set up on July 3rd and tear down on July 7th. Planning a pot luck for the public to view the new Hummvee and the UNIMOG in April or May. It was suggested that the focus be on meeting the new chief. This dinner will be planned on a Monday evening.

Final Fire Chief Search Committee Report: Gene Stanley reported on the Committee Search. The list of 22 was whittled down to three people. The committrr has made a unanimous nomination for Jim Van Shaick and his wife and feel they are a good match for the department and community. He has applicable experience and would be able to provide some longevity of service. Chairman Calanni is requesting that the committee not be abolished until final negotiations are completed. Some feedback was given on the candidates by Nancy Harper. Joan LePage offered some feedback on the candidates. Chairman Calanni is recommending offering some moving expenses and possibly health insurance with some limits. Some discussion followed concerning COBRA coverage, high deductible catastrophic coverage, pre tax medical savings account with possible premiums within \$500 a month. Amy Mason motioned to accept the committee's recommendation to offer employment to Jim Van Shaick with details to be negotiated. Harry Gintzer seconds the motion. Wages within range, retirement as advertised and a medical package will be put together after discussion with Jim Van Shaick and a start date as soon as possible. Relocation assistance to be offered up to \$2K. No board objection.. Gene to negotiate with Jim Van Shaick. The board vote on the motion is unanimous.

7) **Meeting break taken at 8:30PM and meeting reconvenes at 8:59PM.**

8) **Old Business:**

Policy Review-060: Tabled until the next meeting.

Storage area (grant/deed): Sam contacted our attorney who contacted the county attorney. We are going to request a building permit and if we get an official denial we will turn the matter over to the county attorney.

Unimog Status: The UNIMOG is at the body shop in Canon being prepped to be painted.

Hummvee Status: The Hummvee is back in Jim Yoder's shop. Requires minor work. Should be available by April 13th for a training session with the Hummvee. The Decals will exceed \$500. Requires board approval to expend up to \$1500 for decals for new apparatus and to have some on hand. Gene will get estimates after April 4th. Flip Boettcher motioned to expend up to \$1500 for decals for new apparatus and Harry Gintzer seconded the motion. Vote is unanimous.

Forest Service Truck Status: The status is tabled at this time. This issue will be removed from Old Business.

Billing for non included property: The new owner was not a recipient of the letter sent by us. Anita Long states we could work out a payment plan. The fault lies with the real estate agent who did not disclose to the new owner that the property is not included in the fire district. Discussion followed. Sam will respond to the owner on this issue.

Station 2 Sign: Doug Schellenger volunteers to take action on this matter.

8) New Business:

Resolution to Hire new Chief: This item has been completed.

MOU with Sheriff's Office: Will assume that the old MOU is rescinded and is replaced by this new MOU. The new MOU is basically the same as the prior MOU. There is only one signature on it at this time which is Gene Stanley's signature.

Authorization to Reimburse the Harpers: Anita Long motions to pay the Harpers \$225 as a Thank You for hosting the applicants. Flip Boettcher seconded the motion. Vote is unanimous.

9) Public Input /events:

Health Fair: Doug Schellenger is the interface with the Fire Department. Larry LePage will put together a crew for traffic control, parking and shuttle.

Guffey School Board Election: Election is April 17th. There are three positions open with four candidates.

Night Hawk Auction: Night Hawk Ranch takes children with leukemia and other cancers and provides them with a dude ranching experience.

Robert Curtis Memorial: Doors are open at 1:00PM and the Memorial is from 2:00 to 4:00PM.

4H Kids: The 4H kids would like to thank the Fire Dept for moving the trucks out. This is their fourth week and they have done tremendously well. There are three families with kids in 4H and are in desperate need for dog yards. Requesting donations and have received four dog houses, fencing posts. Could use more gates and fencing materials. The fencing party is this Saturday.

10) Adjourn Public Meeting: Meeting was adjourned by Chairman Calanni at 9:25PM.

Respectfully Submitted by Roberta Smith, Secretary

