



**SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT**  
**Special Board of Directors' Meeting**  
2015 Sep 22 @ 7:00 pm

**1) Attendees:**

**Board members present:**

Ken Thomas - Chair  
Mike Parrish  
Sandy Rucker – Treasurer  
Steve Wilson

**Excused Board Member:**

Flip Boettcher  
Mike Brandt - Secretary to the Board (*Minutes transcribed from recording*)

**Department members present**

Acting Chief Aaron Mandel  
Eugene Farmer

**2) Call to Order:**

Meeting called to order at 07:06 PM by Board Chair Ken Thomas.

**3) Approval of Agenda:**

Agenda is to discuss the 2016 Budget.

**4) Budget Discussion** – following items were discussed and the amendments shown here to the budget were agreed to by consensus. No votes were taken on these changes. Ballot will be presented at the meeting on October 1, 2015

- a. Replacement plan for Bunker Gear – presented annually
- b. Memberships - Add SBA and Fire Chief Association. Change allocation to \$450
- c. Payroll Expenses: last year 93,000 – this year has lower with salary for chief, lieutenants and pay per call breaks out
- d. Legal fees at \$1,200 cover general cost for counsel. If an election is required, there are people available that can handle the details. Mr. Parrish believes that the election costs will be closer to \$1,800 and that is not accounted for in the \$1,200 charge. Change to \$1,500.
- e. Radio licenses and replacements, Licenses are minimal and have been paid from petty cash. Radio replacement costs are between \$500 and \$1,000 for batteries/chargers. Existing radios are reaching end of useful life.
- f. Medical supplies – YTD \$6,397.14 – Chief Mandel thinks that \$6,000 is a minimum for medical expendables. These could be offset by medical billing.
- g. Donations will be augmented by the money gained from the Black Mountain Festival – expect around \$3,000.

- h. Outside labor for mechanical repairs is primarily at Dierks. YTD is \$7,000. Coming year is expected to be higher. Chief's truck is still rattling in front and will need a set of tires (include in Parts).
- i. Building repairs at \$2,000 – this is without power doors replacing existing spring powered doors. They need to be painted.
- j. Training is increased by \$4,000. Firefighter 1 class here, HazMat Ops, Driver training, EMT training planned for 2 but only one would be eligible for grant money due to time in department @\$850 each. Current trainees are doing well.
- k. Vehicle fuel should be \$10,000. County has diesel but no gas locally. Recommend we buy gas in 5 gallon cans until the county decides how they will address the situation. Gas purchased on the market also has tax attached – county fuel does not. Price of fuel is still very low compared to previous years – no telling on how long this will last.
- l. Any expectation for out of area response next year? Depends on agreements and fire season.
- m. New staffing will have 2 pay per call on duty with Chief Mandel; when he is off there will be 3 on duty.
- n. Opportunities to raise revenue: (1) A mil levy increase, (2) billing, (3) impact fee for new businesses that might require significant response: e.g. proposed propane distribution system (will require rewrite of the existing inclusion policy) and proposed motocross track which might raise EMT responses for injured riders. (4) Wildfire program. Impact fees have been used successfully by Hartsel. Chief Mandel will obtain the contract language used by that department. Could be structured as annual fee for on-going enterprises or as a one-time fee for new structures which increase response capability. A cistern is planned for the propane farm as well but water for cooling would still be the critical resource in the event of fire. HazMat incidents are very expensive and can last for days. The fire financial billing policy (Policy 070) needs to be changed to address the forthcoming changes in the District.
- o. Training for support of the planned propane farm is needed if the plan goes forward. Propane fires are part of the firefighter 1 class along with the HazMat ops portion of training.
- p. Crewing for various responses is on-going with training activities – fuels crew is a wonderful program that gets exposure for the department with new firefighters. A structures crew and equipment is next in plan. This year has been very mild. But a summer will come when we have a crew out and the fuels crew will still be in district all summer long.
- q. Ms. Rucker believes forecast income is low. Projected net income is 5,884 without the change to payroll and includes the projected \$3,000 donations. 52:00
- r. Ms. Rucker recommended a \$3,000 increase to Chief's salary. Proposed Chief's salary increase could be held back and if the department is under budget for the year the delayed increase could be addressed by a bonus up to \$2,000 at end of the year or \$1,000 at mid year and \$1,000 at end of year. Alternatively the bonus could be established as a percentage of the savings. This could serve as an incentive program for the chief to continue the good work seen to date. Alternatively, if the department is overbudget for the year, and Chief Mandel continues to do the excellent job seen to date, a fixed bonus could be established. The board expressed a desire to be able to reward Chief Mandel for work comparable to the excellent work done this year. 1:00:00

Chief Mandel is still interested in working wild land fires if the opportunity presents itself. This adds income both for him and the department. There have been inquiries from fire fighters in training that would be interested in being part of a wildland crew. The department will make \$70-80 /hr from the truck being out. While personnel pay rates have been cut by the forest

service, the equipment is still being paid at the same rate. In the past, the wildland crew has brought in significant income each year, often in the \$30k or more range. While there is a desire to keep Chief Mandel on site here, there are not any personnel with the level of experience in the department available in wildland fires that could replace him in that role. He would like to see this being a wildland enterprise that could supply more than one crewed piece of equipment. This will require training and resources. 1:09:00

The board praised Mr. Mandel's growth over the last year and his leadership and support of the department.

- s. Budget will be sent on October 1<sup>st</sup> to The Flume for publishing.
- t. Increase the membership to 450, legal fees to 1500, fuel change to 10,000, pay to stays at 81,376 with bonus at the end of the year and 3,000 to miscellaneous income. 1:17:00

#### **5) Newsletter**

Need info for the newsletter, photos, election info – this can be discussed with Rita Baysinger and determine what information is needed. Board Chair will contact her and discuss the process.

#### **6) Adjourn meeting:**

Meeting adjourned at 8:30 p.m. by Chairman Thomas.