



SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT
Board of Directors' Meeting
2015 Dec 12 @ 7:01 pm

1) Introduction of Visitors

Bill Betz

Donna Rodriguez

Joe Rodriguez

2) Attendees:

Board members present:

Ken Thomas – Chair

Flip Boettcher

Mike Parrish

Sandy Rucker – Treasurer

Steve Wilson

(Mike Brandt - Secretary to the Board)

Excused Board Member:

Department members present

Chief Aaron Mandel

Eugene Farmer

Steve Taylor

3) Call to Order:

Meeting called to order at 07:00 PM by Board Chair Ken Thomas.

4) Approval of Agenda:

Mr. Thomas moved to approve the agenda second by Ms. Rucker; motion carried.

5) Approval of Minutes

Motion to approve the minutes from the 2015.11.05, 2015.11.12 and the 2015.11.22 meetings by Mr. Thomas, second by Mr. Parrish; motion carried.

6) Director's Chief's and Committee Reports

a. Treasurer's Report

Treasurer's report is available at www.guffeyfire.net . Expenses are less than income for this year. Remaining funds up to \$30,000 can be rolled into the reserve account. Ms. Rucker thanked Chief Mandel for his attention to controlling expenditures.

No extraordinary items to report this month. The new garage door is ordered and will be paid for by insurance, less a \$500.00 deductible.

There are no requests for payment to review and approve.

Ms. Rucker and Mr. Wilson will set up a new account for medical billing.

b. Regulatory Matters

No later than December 15th submit "Certification of Tax Levies" as well as items from December board meeting to DOLA/DLG, County Clerk & Recorder, County Assessor, County Treasurer and Board of County Commissioners.

No later than January 15th submit “Transparency Notice” to SDA. Need a resolution at the 1st meeting of the year designating posting places for agendas and notices.

c. Chief’s Report

Incident responses

	<u>Month</u>	<u>Year to Date</u>
Traffic Accidents	1	19
Medical	2	41
Wild Fires	0	5
Smoke Reports	0	5
Structure Fire	0	0
Other	0	8
Total Calls	3	78

Summary

1. Equipment still for sale. There has been limited interest in Service-91 and the Unimog. Some inquiries have been made but none appear serious.
2. Black Mountain Family Reunion – Received letter from Johnson and Johnson. The auxiliary will receive a check for \$1,078.
3. Ordered Boots, Fire Extinguishers, Hose, and one set of turnouts. Total \$7,006.86 with ~\$1,100 being reimbursed by the Auxiliary.
4. Engine 9-1 still needs repair. Intend to complete repairs in house.
5. Moved Ric Turley and Dale Cox to reserves and added new member Rose Fuller. She is an LPN and may pursue EMT certification. Removed Gene Stanley, Rita Baysinger, and Anita Long from the roster.
6. Sent 1 SCBA out for repairs. Still waiting to hear on its status.
7. CMD-9 received new tires and all new brakes. It now needs a new alternator and this will be picked up tomorrow. Chief Mandel would like approval to purchase 4 new batteries at a cost of \$512.00 for Engine 9-1. Ms. Rucker moved to approve the purchase, second by Mr. Thomas, motion carried.
8. ISO Certification – equipment needs and recommendations.

At present our 3 stations are classed as Class 9 stations. ISO called recently to review equipment lists and at present we have retained certification. We believe ISO intends to inspect all local departments in the coming summer. Engine 9-1 and 9-3 are structure engines and except for a lack of a few hundred feet of hose on 9-3 will satisfy the ISO requirements. The UniMog was originally purchased to satisfy the structure engine requirement for the third station, however, at present it does not meet the definition of a structure engine per ISO.

To comply with further requirements, the department will need additional equipment to satisfy the forthcoming inspection and plan the of a purchase a third structure engine to keep all three stations ISO certified.

If the Class 9 requirements are not met, then the insurance certification for the District will change to Class 10 or Class 10W. This will affect insurance ratings for all residents in the area. It might raise rates 10-15%.

Chief Mandel recommends a plan to acquire a newer, capable engine and the requisite equipment ([attachment 6](#)). This would entail expenditure on the order of \$80,000. If a lease

purchase program was established over 5 to 7 years, the equipment could be acquired and added to the budget as an ongoing capital expense to cover the purchase. Mr. Wilson will contact firms that finance departments for such purchases and will determine the best division between financing and purchase on the truck and the equipment.

The proposed engine would qualify as a Type 2 structural engine with a 400-gallon tank, 250 gpm pump, roof ladder and extension all built on a one-ton chassis. The shorter truck will be more agile in the restricted access often encountered. It will be more comfortable to drive for smaller personnel.

The Board directs Chief Mandel to continue contact with the owner of the engine and note that the Board is examining financing options. Mr. Wilson will review financing options and report back to the Board.

9. Medical Billing – Eugene Farmer.

The first contacts have been made with the IRS and have been accepted. Clarifying requirements and contacts for further steps. All material is stored in the Board room upstairs. Eugene Farmer will attend a HIPAA class in January.

10. Repair of engine – original firm gave quick review and good advice on the engine. They recommended another firm that has more experience with this engine manufacturer and who located a service manual on the air compressor that was not on hand.

d. Auxiliary Report – Steve Taylor

Christmas potluck party is planned for the afternoon of Saturday, December 19th at Station 1 at 1 pm. Looking for volunteers to help set up the station on Saturday.

New officers: Steve Taylor is now President, Cindy Strider is VP, Denise Taylor is Secretary. Chief Mandel continues as the member-at-large and Mike Brandt as Treasurer.

The paperwork for the trailer is in the Board's hands to obtain insurance, registration and plates.

7) Old Business

Potential Bike Race Fund Raiser Follow Up: Board Chair Thomas will contact Ms. Maresca to thank her for her presentation, but that the department does not believe this fund raiser is the right fit for us.

8) New Business

Approval of the following end of year resolutions:

Resolution to Set Mill Levies ([attachment 1](#)) Motion to approve the resolution by Board Chair Thomas, Second by Ms. Rucker, motion carried.

Resolution to Adopt Budget ([attachment 2](#)) Motion to approve the resolution by Board Chair Thomas, Second by Ms. Rucker, motion carried.

Resolution to Appropriate Sums of Money ([attachment 3](#)) Motion to approve the resolution by Board Chair Thomas, Second by Mr. Parrish, motion carried.

Approve next year's Meeting Schedule ([attachment 4](#)) Motion to approve the schedule by Ms. Rucker, Second by Board Chair Thomas, motion carried.

Resolution to Appoint a Designated Election Official ([attachment 5](#)). Motion to approve the resolution by Board Chair Thomas, Second by Mr. Wilson, motion carried.

There are SDA election training webinars available to make people aware of the changes to the law. Three webinars are available beginning in January, ending in March. Mr. Parrish will give Ms. Rodriguez information for access to the webinars.

Ms. Rodriguez will bring the information for posting in the Flume announcing elections. She will send the nomination form to Seth for posting.

9) Adjourn meeting:

Motion to adjourn was made by Chairman Thomas at 8:46 pm. Meeting adjourned at 8:46 p.m. by Chairman Thomas.

Southern Park County Fire Protection District Resolution to Set Mill Levies

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2016 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT, COLORADO FOR THE 2016 BUDGET YEAR.

WHEREAS, the Board of Directors of the Southern Park County Fire Protection District, has adopted the annual budget in accordance with the Local Government Budget Law, on December 10th, 2015 and;

WHEREAS, the amount of money necessary to balance to budget for the general operating purposes from property taxes of \$174,815 and:

WHEREAS, the 2015 valuation for assessment for the Southern Park County Fire Protection District as certified by the County Assessor is \$22,280,760.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT COLORADO:

Section 1. That for the purpose of meeting all general operating expenses of the Southern Park County Fire Protection District during the 2016 budget year, there is hereby levied a tax of 7.846 mills upon each dollar of the total valuation for assessment of all taxable property within the Southern Park County Fire Protection District for the year 2015.

Section 2. That the Treasurer is hereby authorized and directed to immediately certify to the County Commissioners of Park County Colorado, the mill levies for the Southern Park County Fire Protection District as hereinabove determined and set, or be authorized and directed to certify to the County Commissioners of Park County, Colorado, the mill levies for the Southern Park County Fire Protection District as hereinabove determined and set, but as recalculated as needed upon receipt of the final (November) certification and valuation from the county assessor in order to comply with any applicable revenue and other budgetary limits.

ADOPTED, this 10th day of December, A.D. 2015.

_____/s/_____
Ken Thomas, Chairman

_____/s/_____
Sandy Rucker, Treasurer

Attachment 2: Resolution to Adopt Budget

**Southern Park County Fire Protection District
Resolution to Adopt 2016 Budget**

(Pursuant to 29 – 1 – 108, C.R.S.)

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT, COLORADO, FOR THE CALENDAR YEAR BEGINNING THE FIRST DAY OF JANUARY, 2016 AND ENDING THE LAST DAY OF DECEMBER 2016.

WHEREAS, The Board of Directors of the Southern Park County Fire Protection District has appointed a Budget Committee consisting of the Chairman, Treasurer and Chief, to prepare and submit a proposed budget to said governing body at the proper time, and;

WHEREAS, the Budget Committee has submitted a proposed budget to this governing body on October 1, 2015 for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 5, 2015, and interested taxpayers were given the opportunity to file or register any objects to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT, COLORADO:

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Southern Park County Fire Protection District for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by the Chairman and Treasurer of the District and made a part of the public record of the Southern Park County Fire Protection District, Park County, Colorado.

ADOPTED, this 10th Day of December, A.D. 2015.

_____/s/_____
Ken Thomas, Chairman

_____/s/_____
Sandy Rucker, Treasurer

Attachment 3: Resolution to Appropriate Sums of Money

Southern Park County Fire Protection District Resolution to Appropriate Sums of Money

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT, COLORADO, FOR THE 2016 BUDGET YEAR.

WHEREAS, the Southern Park County Fire Protection District has adopted the annual budget in accordance with the local Government Budget Law, on December 10, 2015, and;

WHEREAS, the Southern Park County Fire Protection District has made provision therein for revenues (including monies from reserves/fund balances) in an amount equal to or greater than the total proposed expenditures as set forth in said budget so that the budget remains in balance, as required by law, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT, COLORADO:

Section 1. That the following sums are hereby appropriated from the revenue from each fund for the purposes stated:

GENERAL FUND:	Administration and Operations:	\$190,095
RESERVE FUND:	Capital Outlays:	\$ 6,000
TOTAL		\$196,095

ADOPTED, this 10th Day of December, A.D. 2015.

/s/
Ken Thomas, Chairman

/s/
Sandy Rucker, Treasurer

Attachment 4: 2016 Meeting Schedule

Schedule of Regular 2016 Board Meetings

Fire Station #1

1745 County Road 102, Guffey, CO

@ 7:00 pm

First Thursday of each month

(Unless noted below)

January 7, 2016

February 4, 2016

March 3, 2016

April 7, 2016

May 5, 2016

June 2, 2016

July 7, 2016

August 4, 2016

September 8, 2016

This is the 2nd Thursday

October 6, 2016

November 3, 2016

December 8, 2016

This is the 2nd Thursday

Attachment 6: recommendation to comply with ISO requirements.

**Order for complete
ISO Compliance**

Order #	Price	Total	Qty.	Item
BL286BL	\$142.50	\$5,700.00	40	2.5 in. Supply Hose
BL286R	\$153.95	\$1,231.60	8	2.5 in. Attack Hose
BL283	\$99.95	\$999.50	10	1.5 in. Attack Hose
	\$500.00	\$4,000.00	8	Hose Nozzles
	\$400.00	\$800.00	2	Gated Wye
	\$1,000.00	\$12,000.00	12	Refurb SCBA
	\$600.00	\$8,400.00	14	Extra Bottles
	\$5,000.00	\$10,000.00	2	Misc. Equipment
	\$55,000.00	\$55,000.00	1	New Fire Engine

\$98,131.10

**Minimum Order
ISO Compliance**

Order #	Price	Total	Qty.	Item
BL286BL	\$142.50	\$2,850.00	20	2.5 in. Supply Hose
BL286R	\$153.95	\$615.80	4	2.5 in. Attack Hose
BL283	\$99.95	\$599.70	6	1.5 in. Attack Hose
	\$500.00	\$3,000.00	6	Hose Nozzles
	\$400.00	\$400.00	1	Gated Wye
	\$1,000.00	\$4,000.00	4	Refurb SCBA
	\$600.00	\$2,400.00	4	Extra Bottles
	\$5,000.00	\$5,000.00	1	Misc. Equipment
	\$55,000.00	\$55,000.00	1	New Fire Engine

\$73,865.50

Engine-Company Equipment

Here's a list of the items ISO considers when evaluating an engine company. The table gives the Fire Suppression Rating Schedule (FSRS) credit points available for each item. You may substitute equivalent equipment for some of the items listed in the FSRS. See the FSRS Equivalency list for details.

Engine-Company Equipment and Hose	Needed	Points Credit/Unit	Total Points
Booster tank	300 Gallons	1/10 gallons	30
Hose			
Booster (Extra pre-connected 1-1/2" hose may substitute for booster hose.)	200 feet	3/50 feet	12
1-1/2" carried	400 feet	3/50 feet	24
1-1/2" spare (may also be carried)	200 feet	2/50 feet	8
2-1/2" spare (may also be carried)	200 feet	3/50 feet	12
Heavy-stream appliance (1,000 gpm) A heavy stream device is not needed for a Basic Fire Flow of less than 1,500 gpm.	1	100	100
Distributing nozzle	1	1	5
Foam nozzle (1-1/2" minimum)	1	4	4
Foam			
Carried	10 Gallons	3/5 gallons	6
Spare (may also be carried)	15 Gallons	2/5 gallons	6
Nozzles			
2-1/2" straight stream with shutoff	2	20	40
2 1/2" combination with shutoff	2	30	60
1-1/2" combination with shutoff	2	10	20
SCBA equipment (30 minute minimum)	4	16	64
Extra cylinders (carried)	4	4	16
Salvage covers (12ft. x 18ft.)	2	2	4
Handlight (4V wet or 6V dry)	2	2	4
Hose clamp	1	4	4
Hydrant gate (2-1/2")	1	4	4
Burst hose jacket (2-1/2")	1	4	4
Gated wye (2-1/2" x 1-1/2" x 1-1/2")	1	4	4
Radio,			
Mounted	1	32	32
Portable	1	16	16
Ladders –			
12ft. or 14ft. roof	1	10	10
24ft. extension	1	15	15
Annual tests			
Pumper (see table A, below)	1	100	100
Hose (see table B, below)	1	50	50
			Total: 654

The fire apparatus should also have supply hose and firefighting hose. For maximum credit, the engine company should carry 1,200 feet of hose. This can be 1,200 feet of 2-1/2" or larger supply hose or a combination of 2", 2-1/2", or 3" hose (up to 400 feet) and 2-1/2" or larger hose (up to 800 feet).

Table A – Pumper Service Tests

Average Interval between 3 most recent tests	Maximum Points Credit	
		250 psi
1 year	100	
2 years	75	
3 years	50	
4 years	25	
5 years	0	

NFPA Standard 1911, Standard for Service Tests of Fire Pump Systems on Fire Apparatus, describes pumper service tests. A pumper service test is similar to the certification test described in NFPA Standard 1901, except that the duration is reduced to 20 minutes at 150 psi, 10 minutes at 200 psi, and 10 minutes at 250 psi. The overload test is not a necessary part of the ISO review.

Table B – Hose Service Tests

Average Interval between 3 most recent tests	Maximum Points Credit		
	250 psi	200 psi	150 psi
1 year	50	37	28
2 years	37	27	18
3 years	25	18	12
4 years	12	9	6
5 years	0	0	0

NFPA Standard 1962, Care, Maintenance and Use of Fire Hose, describes fire hose tests.

When the hose test frequency, pressure, or both vary for 2-1/2" and larger hose and for 1-1/2" hose, ISO prorates the credit using 65% for the 2-1/2" and larger hose and 35% for the 1-1/2" hose. Large diameter hose (LDH) in excess of 3" in diameter should be tested in accordance with NFPA 1962. The

highest test pressure needed for 3" diameter and smaller hose is 250 psi.

Note: If the community conducts tests but keeps no records of the tests, ISO will reduce the applicable points credit by 20% for Tables A and B.

Either the fire department or an independent testing agency can perform the tests. In either case, the tests should conform with the appropriate NFPA standard.

For information on how adding certain pieces of equipment will affect your community's preliminary FSRS score, see ISO's relative-value tables.

For more information . . .

. . . on any topic related to the PPCTM program or the Fire Suppression Rating Schedule, click Talk to ISO Mitigation or call the ISO mitigation specialists at 1-800-444-4554.

Minimum Criteria for Class 9

To receive a Public Protection Classification (PPC™) of Class 9, a community must first have the minimum facilities and practices needed to get a PPC rating. That includes at least one piece of apparatus with a permanently mounted pump. The pump needs a rated capacity of 250 gpm or more at 150 psi and at least a 200-gallon water tank. The fire department must deliver a minimum of 500 gallons of water to all reported first alarm structure fires. The community must also earn a score of at least 100 credit points on the following items from the Fire Suppression Rating Schedule (FSRS):

Records

Records must indicate the date, time, and location of fires; the number of responding members; the number of training sessions; and the maintenance of apparatus and equipment. Each community must also keep an up-to-date roster of fire department members. 10 points prorated

Equipment

The community must also provide the following equipment, in accordance with the general criteria of NFPA 1901:

400 feet of 1.5", 1.75", or 2" hose	16 points
2 hand-line nozzles, 95 gpm minimum	16 points
2 portable fire extinguishers suitable for use on Class A, B, and C fires. Minimum sizes should be 80BC rating in a dry chemical extinguisher and a 2.5 gallon water extinguisher.	4 points
1 extension ground ladder 24foot or longer	14 points
1 straight ladder (12 foot) with roof hooks	8 points
4 self-contained breathing apparatus (SCBA)	16 points
1 spare SCBA cylinder for each SCBA carried (up to 4)	4 points
1 pick-head axe and 1 flat-head axe	2 points
2 portable hand lights	4 points
1 pike pole or plaster hook	2 points
1 forcible-entry tool	2 points
1 two-way radio assigned to the apparatus	16 points

The criteria, specifications, and tools listed above are important in establishing Class 9 protection. However, the specific size and nomenclature of each individual sub-item may be subject to local conditions in the graded community. ISO may credit equipment having other names or different dimensions than indicated in the apparatus specifications.