

CRAIG RURAL FIRE PROTECTION DISTRICT  
BOARD MEETING MINUTES  
**September 15, 2011**

**Call the Meeting to Order**

Byron Willems called the meeting to order at 7:03 p.m. All board members were present.

**Pledge of Allegiance & Moment of Silence**

Commemorating the 10<sup>th</sup> anniversary of 9-11. Byron stated, for the record, that the events of the last week have been humbling and impressive.

**Approval of Agenda**

Chris Nichols made a motion to approve the September 15, 2011 Agenda with the addition of a basic discussion about the ambulance under New Business. John Forgay seconded. Passed. (4:0)

**Approval of Minutes**

Alan Webber made a motion to approve the minutes from August 18, 2011 and September 6, 2011 as presented. Tony Maneotis seconded. Motion passed. (4:0)

Willems explained briefly for those who were not able to attend the special meeting that they voted as a board to proceed with building a live fire training building on the property to be donated by CNCC up to \$1.5 million.

*Let the minutes reflect that Byron Willems stepped down for the approval of the bills to avoid a potential conflict of interest. Chris Nichols took over the meeting.*

**Approval of Bills**

Webber made a motion to approve the bills as presented for a total of \$55,127.42 (Fire Department bills in the amount of \$55,127.42 that includes a down payment of \$18,887.00 to Quality Cool Roof Solutions for roof repairs, and no Haz-Mat or Pension bills this month). Maneotis seconded. Motion passed. (4:0)

**Purchase Orders**

Chief Jones presented P.O. #2011-003 to MaxFire for a thermal imaging camera. After some research and demoing two, this camera is a little bit less expensive and is much easier to operate and would be his recommendation for the department. "It's one button, simple-stupid." We were thinking of purchasing this out of carry-over. Forgay made a motion to purchase the ISG Elite XR 3200 Thermal Camera in the amount of \$8,625.00. Webber seconded. Passed. (4:0)

Chief Jones presented P.O. #2011-004 to Craig Fire & Safety for two nozzles explaining that he and Doug Slight learned during the annual pumper class that we are "nozzle poor." When the Ladder and the Twins were equipped there was some redistribution of nozzles, and replacing those that were "borrowed" fell by the wayside. We've had great success and rave reviews of the nozzles that are on the Twins (the TFT Task Force Nozzles), so that's what was bid. We sole-sourced this purchase with the local vendor, who donated a third nozzle worth \$720.00. This expense will also come out of the capital carry-over. Webber made a motion to approve

Purchase Order #2011-004 to Craig Fire & Safety in the amount of \$1,440.00. Maneotis seconded. Motion passed. (4:0)

Chief Jones presented P.O. #2011-005 and explained that the two old heaters for the Haz-Mat decontamination tent are out-dated and broken and need to be replaced. They did not get a competitive bid for this item as they are so specialized that they are hard to find, and there are limited suppliers. Webber made a motion to approve the purchase order to L.N. Curtis & Sons for two Zumro Haz-Mat water heaters in the amount of \$6,800.00. Forgay seconded the motion. Passed. (4:0)

*Byron re-entered the meeting.*

### **Budget Review**

Looks like we are still sitting at \$166,206.00 to carry us through to the end of the year. We have made our \$100,000.00 contribution to Pension. Dennis presented the 2012 Budget and did a first class job. Good job on that.

### **New Business**

Table the discussion regarding posting places until we can do some more research on state statutes.

Nichols stated that there was a meeting last month between Colowyo, the county emergency manager, Verlaine, and Dr. Phillips. Fire was not present, but according to Chief Hume, we were not invited to attend. Nichols believes that Colowyo ambulance personnel requested the meeting because they feel they are not getting paged for calls in their response area. He presented the policy from State Patrol Operations Procedures Manual regarding who is dispatched for which calls. Nichols concern is why we go to EMS intercepts. Chief Jones stated that we don't go on intercepts. There is concern about the accuracy of this document. After further discussion it was decided that we need to update the parts of the manual that pertain to Craig Fire Rescue.

Nichols made a motion to approve the second and final reading of SOG-01. Forgay seconded. Motion passed. (4:0)

Chief Jones gave a brief explanation of the 2012 Budget. Nichols explained that within our operating budget we have capital. For the sake of clarification, he and Chief Jones decided to refer to this as "operating capital" as opposed to the money raised by the 1.5 mill which will be referred to as "major capital." We temporarily moved the meeting to the training room in order to view the budget.

We re-entered the meeting at 8:57 pm.

Byron asked for a report on receivables.

Chief Hume quoted C.R.S. 24-6-402 (2) (c) that deals with posting and is often referred to as the open records and/or "Sunshine Law" and/or transparency statement. The statutory requirement is that the posting for the meeting be no less than 24 hours prior to the commencement of the meeting. It goes on to say that the board of the special district designates the time and place of regular meetings annually and designates the posting place or places within the district which you serve. Willems suggested we designate the bulletin board just inside the door at the fire

station as our posting place and do away with running posting across town to the city and county buildings and state that postings require 24 hours notice. Webber warned against reducing the number of posting places during a time when we are under scrutiny and run the risk of people thinking we are trying to be sneaky or deceptive in any way. It was agreed that we should create a policy stating that the official posting place is at the fire station, but as a courtesy continue to post them at the city and county when possible. Chief Hume also mentioned C.R.S. 32-1-809 (the transparency statute). Nichols assured him that we are already doing this on the S.D.A.'s website. Hume suggested placing a link on our website.

Willems asked the board to be thinking about the ambulance service and whether or not they feel it is something we should take on as a district if it comes to that. The Chief sought legal counsel regarding the legality of the District running an ambulance, and it is. There is nothing legally that would prevent that from happening. The work group put together a plan. It has just been put on a shelf for now. Nichols reiterated his thoughts that the District would not be able to spend any fire district money on the ambulance service.

Nichols let everyone know that the consultant is currently working on the land transfer agreement with the college. When the Board takes action on that agreement is when we will need to be prepared to deal with the public. In the meantime, the officers are designing the training tower/burn building. We're currently waiting on prices. Willems told the other board members that there are several burn buildings by the same company in the area and encouraged them to stop by and take a look at one of them. Jones asked that the board get the PR horse in front of the proverbial cart. The board agreed.

Chief Jones made an announcement that the next generation firefighter will join the department no later than Saturday. Congrats to Grandpa Doug Slaight.

There was a mishap with a borrowed trailer from Craig Fire & Safety while hauling gravel off from the roof. Willems explained the circumstances. He said that he had told Justin Anthony that the department would pay to fix his tailgate. Discussion followed. The board asked for more details before making a decision.

### **Reports from the Chief**

Lt. Beckett is no longer on restricted duty. He's back to full duty status.

Also, we lost probationary firefighter Brandon Shipman. He resigned from the department due to personal reasons.

There were two accident/injury reports this month. A firefighter hurt his ankle during hose testing, and a ground clearance light was broken while on the Cedar Mountain Fire.

The fleet is in good order. The guys (the gear-heads) are donating their time working on this stuff, but you have to remember we're a part-time organization. They get to it when the can.

The luau was a success. We made \$2,800 to give away in scholarships.

Captain Hampton and the MDA crew (which included Fire Board Member Webber) collected over \$5,600. Great job.

## **Correspondence**

None.

## **Department Head Reports**

None.

## **Board Member Reports**

Tony Maneotis—good job, Dennis, on the budget and presentation. Nice job on MDA and luau fundraisers.

John Forgay—had concerns with MDA and the fact that there were stinky boots on the counter in a local restaurant, but on a serious note great job.

Alan Webber—nothing at this time.

Chris Nichol—planned to work MDA, but had to work. Good job. Been a pleasure working with you, Dennis, on the budget. You're very conscientious. How much did you make on the aerial rides at the luau? That was a good idea.

Byron Willems—the luau was very enjoyable as always. Good to see the MDA up and going again.

## Audience Comments

None.

## **Adjournment**

Webber made a motion to adjourn. Forgay seconded. Motion passed. (4:0) Meeting adjourned at 9:24 p.m.

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President

Byron Willems

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Secretary/Treasurer

Chris Nichols