

# CRAIG RURAL FIRE PROTECTION DISTRICT BOARD MEETING MINUTES

November 17, 2022

## **Call the Meeting to Order**

John Forgay called the meeting to order at 7:00 pm.

## **Pledge of Allegiance & Moment of Silence**

## **Approval of Agenda**

J.B. Chapman made a motion to approve the Agenda with the addition of discussion of December meeting time and date. Alan Webber seconded. Motion passed. (5:0)

## **Approval of Minutes**

Rod Kowach moved to approve the October 20, 2022 minutes as presented. Chris Nichols seconded. Motion passed. (5:0).

## **Approval of Bills**

Nichols moved to approve the bills for November 17, 2022 as presented (Fire Department bills in the amount of \$32,173.62, Haz-Mat bills in the amount of \$0.00 and Pension bills of \$0.00) for a total of \$32,173.62.

Chapman seconded. Motion passed. (5:0)

## **Purchase Orders**

None

## **Budget Review**

Nichols – As of November 17th: Revenue 103%, Administrative expenses are at 86.2%, Operations 88.3%, Capital at 50.9%, for a total expenditure at 82.3%. We are in good shape.

## **New Business**

Draft Budget – Chief Mercer – Reviewing draft budgets. HazMat has had no changes. Pension has been updated to reflect current year to date, including Firefighter Krause who is now drawing a pension. The Fire draft budget has been updated to reflect current year to date expenses. Have made adjustments to Payroll Taxes and Medicare line items to bring in line with current numbers. Have added line item # 6325 for an Independent Review of Auditor at the Boards direction. Ladder testing has been increased to reflect a price increase. Vehicle Maintenance was at \$42,000, however our current year to date is \$44,000, so increasing 2023 to \$45,000. Nichols wants to start going through and weeding out things that we may not need. With the power plant closure coming we need to go through the budget and evaluate for 2024. December Board meeting will be held December 8<sup>th</sup> at 5:00 p.m.

FAMLI – Discussion was held regarding the FAMLI program, options for the District as well as the employees. Forgay read the resolutions for both Craig Rural Fire Protection District and Moffat County HazMat. Nichols made a motion for both Craig Rural Fire Protection District and Moffat County HazMat to opt-out of the FAMLI program. Chapman seconded. Motion passed. (5:0)

2022 Engagement Letter – Nichols – The Board approved keeping the Auditor at last month's meeting, deciding that it was not prudent to rotate, and agreeing that a periodic independent review may be more appropriate. Nichols made a motion to approve the Audit Engagement Letter and to continue with Marc, James & Associates. Webber seconded. Motion passed. (5:0)

## **Correspondence**

None.

## **Reports from the Chief –**

Chief Mercer – We had 24 calls in October. 7 EMS, 17 Fire and 0 HazMat. On the medical calls, we are no longer responding to chest pain or difficulty breathing calls unless the EMS requests us. Rookie Hoffman passed HM awareness test yesterday and has HM Ops scheduled for next month. In regards to the 2023 Rookie Academy, the informational meeting was held last night. Of the 7 applicants, 4 are moving on to interviews next Tuesday. Physical agility will be held the following Wednesday and will also be the last offering this year for any firefighters that are outstanding. October PR included trick-or-treat at Big-o, Victory Motors and Downtown. It was amazing to see so many people out at the events. There were also some fire inspections, and 5<sup>th</sup> quarter dodgeball with the high-schoolers. The Fleet is in pretty good shape. E1 turbo repair is complete and back to normal. E3 foam pump parts have been received and installed. E5 has some heat damage on some plastic parts underneath where the heat has warped the fittings on coolant hose causing a leak. A new hose is on order. The Command vehicle battery has been replaced. It was the original from 2015. Also need the Boards direction on repairs. The damage is minimal, and cosmetic, but you can see it, just asking the Boards direction. Discussion followed. Chapman made a motion to approve repair with the lowest bid. Nichols seconded. Motion passed. (5:0) ESO updates: we have implemented the fire module; the consensus is that it is easier to use. Training and Activities are also live, and we are working on adding the rest of the modules. The website is also live. The staff photos have been updated the apparatus photos need to be updated. Much of the information was pulled from the old website, and will continue to be updated. With that being said, a huge thanks to Tonya for all of the behind-the-scenes work. She's done it all. The lobby lights are in, the electrician is getting us scheduled. Bids for plowing the tower are in works. The Christmas banquet is December 17<sup>th</sup> at 6:00. The last thing is that we talked last year about a 4-wheeler for plowing. – looking into options to make shoveling easier. Officers suggested paying someone else to shovel snow. Bids came in at about \$180 per time. The Firefighters suggested paying the firefighters that shovel. Captain Olsen said he contacted five other companies that didn't even want to bid it because they had a full book of business. Nichols was not opposed to the idea. Webber suggested minimum of 1 hour pay. Kowach suggested trying it, and then if it doesn't help re-address the plow or another snowblower in February. Discussion followed. The Board suggests paying work-rate with the minimum of 1 hour, and paying actual time.

## **Board Member Reports**

Rod Kowach – Thank you for what you are doing. Busy month with calls and PR. Halloween was good. Been busy with lots of accidents. Be safe with winter and animals. Thank you for what you do, appreciate it as a community.

Chris Nichols – Thank you Tonya for work on Christmas and everything. The Board really stepped up for dinner. It was great. Was the chest pain a mutual decision with EMS?

Chief Mercer – Yes, came together and discussed best use of resources. EMS will call us if needed, but it will no longer be an automatic page.

J.B. Chapman — Kudos. Thank you.

Alan Webber — Don't have anything.

John Forgay — Tonya, thanks a lot for all of the help. Enjoyed dinner. Congratulations to Captain Hampton for lifesaver award with the Police Department.

## **Audience Comments**

None

**Adjournment**

Forgay entertained a motion to adjourn. Kowach moved. Chapman seconded. Motion passed. (4:0) Meeting adjourned at 8:00 p.m.

Bdmer J Kowach

~~President~~

Board Member

~~John Forgay~~

Rod Kowach

Chris Nichols

Secretary/Treasurer

Chris Nichols