

# CRAIG RURAL FIRE PROTECTION DISTRICT BOARD MEETING MINUTES

August 17, 2023

## **Call the Meeting to Order**

Chris Nichols called the meeting to order at 7:00 pm. (Forgay & Chapman Absent(excused))

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

## **Approval of Agenda**

Rod Kowach made a motion to approve the Agenda. KC Hume seconded. Motion passed. (3:0)

## **Approval of Minutes**

Hume moved to approve the July 20, 2023 minutes as presented. Kowach seconded. Motion passed. (3:0).

## **Approval of Bills**

Several of the annual service and maintenance items are in the bills this month. Kowach moved to approve the bills for August 17, 2023 as presented (Fire Department bills in the amount of \$36,167.98, Haz-Mat bills in the amount of \$768.00 and Pension bills of \$0.00 for a total of \$36,935.98. Hume seconded. Motion passed. (3:0)

## **Purchase Orders**

2023-002 – This is a budgeted item, under radio replacement to add to the Kenwood radios. There are currently no spares. Hume made a motion to approve PO 2023-002. Kowach seconded. Motion passed. (3:0)

## **Budget Review**

Nichols – Revenue 100.2%, Administrative expenses are at 69.8%, Operations 48%, Capital at 16.4%, for a total expenditure at 58.2%. We are on track. Account balances; Pension \$4,100,000 Capital \$2,992,000 Operating \$327,924.

## **New Business**

ADM-42 – Support Probationary Policy was posted, received 0 comments. Hume – appreciate work, good idea, solid, should allow us to expand. Hume moved to adopt ADM-42 as an official policy. Kowach seconded. Motion passed. (3:0)

ADM-35 – Wellness Room Policy – We are experiencing some usage issues. The current policy has some gray areas, would like to clean it up. The firefighters had a round table discussion, the main changes were retracing the cadets, and narrowing down family members to immediate household members. Reviewed guest allotment, and added that users must read policy and sign a waiver. Waiver was created based on safety center waiver. Cleaning up the policy and limiting use on people that shouldn't be here. Nichols – should add something about revocation of privilege. Hume – the policy is overdue for a “fresh coat of paint” could use a little wordsmithing as a policy. Would like to see language about revocation. Will continue to work on policy revisions, then post for comments.

Roof Repair – Nichols – Everybody received drawings, specs, and letter from the engineer. Talked to Tonya, to get posted SDA recommends that a bid packet includes contract, waiver, etc. Nichols thought about calling licensed contractors and ask for price, start and anticipated finish dates. Hume thought about this way back to the bay enlargement, and felt that the contract and waiver were appropriate if a major construction project, but as a repair, felt appropriate to contact local. Evaluate bids when they come back from contractors. Hopefully one can do it. Governments are having a hard time getting contractors to bid work. Hopefully get bids back and get started sooner than later. Conversation was held about the scope of the project, and potential impacts .

## Correspondence

None

## Reports from the Chief –

Chief Mercer – Colt Hoffman has resigned from the fire department. We had 24 calls in July. 18 Fire, 6 EMS, and 0 HazMat. Academy has their HazMat practical as well as the quarterly this weekend. Should be a good time. PR included fair watering, fire inspections, back to school fair, duck races, and a slip n slide. Yahoo ball drop is coming up next month. Fleet – most of the parts for E1 & R1 are here. Power steering is leaking on T1, it's an odd size hose looking for a vendor to pre-make one. Starting the budget process next week. Will be presenting in September. Officers are looking at capital.

## Board Member Reports

Rod Kowach – Busy month. Appreciate the PR at the balloon fest and fair. Been doing good, keep up the good work. Thank you.

Chris Nichols – To tag onto Hume, this is something we have struggled with off and on over the years. Budget wise, it's going to be a hard sale in the future. Tri-State plans on closing Unit 3 by 2028. County has several projects in the works. Keep building the reserve. Needs and wants are different things. Thanks, there will be more discussion at budget talks.

J.B. Chapman —

KC Hume — Thanks for the conversation, Chief, as we move forward, can we collect data on our ability to put firefighters on trucks and respond? What happens when we can't respond? We will need data to look at the fire department and its evolution. When does that happen? We will have data when we need it. What are our triggers? It is an opportune time to collect data and use in correlation to see impacts. Appreciate you, love you all.

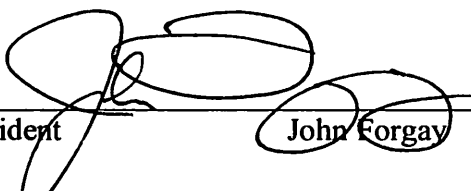
John Forgay —


## Audience Comments

Doug Slaight – Good to see you guys. One of the last departments that doesn't have full time.

## Adjournment

Nichols entertained a motion to adjourn. Hume moved. Kowach seconded. Motion passed. (3:0) Meeting adjourned at 8:103p.m.

  
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President                      John Forgay

  
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Secretary/Treasurer                      Chris Nichols