

## SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT

### MINUTES FOR JANUARY 3, 2013 PUBLIC MEETING

- 1) **Call to Order:** Chairman Calanni called the meeting to order at 7:12 p.m.
- 2) **Attendees:** In attendance were Board members Sam Calanni, Anita Long, Amy Mason and Flip Boettcher. Board member Harry Gintzer and Secretary Roberta Smith were granted excused absence. Also in attendance were Department and Auxiliary members Acting Co-Chief Larry LePage, Acting Co-Chief Gene Stanley, Joan LePage, Doug Schellenger, Kathy Mikesell, Don Rocksted and Don Cole. Because of the absence of the Secretary, Amy Mason and Sam Calanni agreed to share Secretary responsibilities for this meeting.
- 3) **Approval of Agenda:** The Agenda was modified by adding a replacement resolution to modify the 2012 Budget, disposal of Apparatus Unit #962, and volunteer approval prior to performing background checks. Amy Mason moved and Flip Boettcher seconded a motion to accept the revised Agenda and the motion passed unanimously.
- 4) **Approval of Dec. 6, Public Meeting Minutes:** Flip Boettcher moved and Anita Long seconded a motion to accept the Minutes as submitted which passed unanimously.
- 5) **Directors, Chief and Committee Reports:**

**Treasurers Report:** Highlights of the Treasurers Report presented by Treasurer Anita Long were that income was higher than budgeted in all income categories, net Service Income for the year was \$55,866.90, and the purchase of the Unimog Apparatus were reflected in this year end report. A copy of her full report is attached to these minutes.

**Public Relations:** The next Newsletter is scheduled for publication in the March/April timeframe. Doug Schellenger suggested that the Snips and Snaps section of the next Newsletter include recognition and thanks to the many businesses that contributed gifts for our Christmas Potluck. It should also include information on the purchase of Station 2 land, current use of the Service truck as a mobile canteen and the new equipment now in use. Anita Long briefed the attendees on her recent attendance at the ESPIOC Awards Banquet. Our own PIO Rita Baysinger was one of the nominees and is a well-respected member of the organization.

**Regulatory Matters:** All statutory submissions for CY 2012 have been completed. Chairman Calanni clarified (legal opinion) that "conflict of interest" statements were only required of Board Members.

**Chief's Report:** Highlights of the Chief's Report presented by Larry LePage included a total of 84 fire and medical responses for the year, reminder of the Volunteer Recognition Dinner to be held at the Bull Moose on Jan. 15, status of the Unimog foam tank repairs and Humvee modifications and a summary of the upcoming training schedule. A copy of his report is attached to these minutes.

Gene Stanley reviewed the options for the disposal of the old Unit #962 and recommended it be sold to Kent Weirman for \$1,200. Anita Long moved and Amy Mason seconded a motion to accept Kent's offer. The motion passed unanimously.

**Auxiliary Report:** Doug Schellenger reported that Don Rocksted had been elected as VP of the Auxiliary and Elaine Rocksted elected as Treasurer. He further reported that service pins and plaques had been ordered for the Volunteer recognition Dinner, that the flagpole light replacement was in process and that the Christmas Potluck was considered a huge success with over 20 children in attendance.

**Fire Chief Search Committee Report:** Flip Boettcher reported that all ads were in place and well within the advertising budget and 17 applications had been received to date. The application deadline remains as Jan.15. She provided copies of all of the ads. It was suggested that candidates be asked how they learned of our opening for our use in future searches.

**Internal Audit Committee:** Anita Long reported that the Committee formation is being finalized and the Committee's work will be completed in January.

6) **Old Business:**

**Policy 060 Review:** This item was tabled until the February meeting.

**Storage Area:** This item is on a hold status pending coordination between State Licensed Contractor Sher Nelson and the County. A revised estimate for the cost of this work is \$1,400.

**Unimog Status:** This item was covered in the Chief's Report. Anita Long will make an informal inquiry of the Clerk and Recorders Office regarding title transfer costs. Because of the unexpected need to replace the foam tank, Gene Stanley will inquire of the Seller, at the Boards request, that a credit for the cost of the tank replacement is expected. The unit was advertised and purchased with the understanding that the Unit was "turn key" ready to operate.

**Humvee Status:** Covered in Chief's report with highlights being the completion of sandblasting and purchase of aluminum doors at a cost of \$1,500. Jim Yoder will fabricate the cab roof.

**First Responder Appreciation Dinner:** Covered in Chief's report. Over 20 volunteers have signed up to attend so far with a deadline of Jan. 10.

**Conflict of Interest Statements:** Covered under Regulatory Matters. Required only of Board Members and not 1099 recipients.

**Resolution for Supplemental Budget and Appropriation:** Because of the end of year expenditure of approximately \$83,000 for the purchase of a Unimog fire truck, Anita Long moved to replace the Supplemental Budget Resolution approved at the Dec.2012 Meeting with this replacement Resolution which more accurately represents our Budget status. The motion was seconded by Flip Boettcher and passed unanimously.

7) **New Business**

**Forest Service Truck:** Gene Stanley reported on new contacts that he had made within the Forest Service and of the possibility of obtaining a rebuilt wildfire and structural fire engine at no cost. It would most likely replace unit 940, a type 6 engine, also on loan from the Forest Service. Gene will continue to follow up on this item.

**Inclusion Schedule:** Sam Calanni reported that 5 additional property owners have requested inclusion in our Fire District and gave the schedule for submission of these "inclusions". The legal notice for our Public Hearing on the inclusions will be in the Jan 25, 2013 issue of the Flume. The Public Hearing will be at our Feb. 7, 2013 regular meeting. The Petitions will be submitted to the Court on Feb. 11 and recorded and to the Assessors Office by Feb 18<sup>th</sup>. This schedule will allow the Assessor to collect our mil levies for 2013.

**Privacy Statement on Volunteer Applications:** Because of an alert that under the Fair Credit Reporting Act (FCRA) Applicant Privacy may be violated by credit inquiries in the process of background checks, Gene Stanley will modify the Volunteer Application Form asking for Applicant approval of Credit Checks.

8) **Public Input/Events:** Amy Mason suggested that we show off our fire fighting and medical response equipment at the annual July 4 yard sale. The consensus of the group was that this was an excellent

idea. Gene Stanley will attend the Fire Academy from Jan. 6 to 13 to qualify as a Logistics Section Chief. Larry LePage will carry full Chief responsibilities during his absence.

9) **Adjourn Public Meeting:** The meeting was adjourned at 8:40pm.

**RESPECTFULLY SUBMITTED:**

Amy Mason

Sam Calanni