

MINUTES
NORTH ROUNTY FIRE PROTECTION DISTRICT
Board of Directors Meeting
61915 County Road 129, Clark, Colorado

July 11, 2023

The regular meeting of the Board of Directors of the North Rounty Fire Protection District was called to order by President Warnke at 7:00p.m.

ROLL CALL

Directors Present:

Steve Warnke, President
Larry Williams, Vice President
Paul Slivon, Director
Jim Standish, Secretary/Treasurer
Todd Zvorak, Director

Also Present:

Matt Mathisen, Fire Chief
Lisa Lancaster, District Administrator
Kent Foster, Consultant, Retired USFS

ADDITIONS TO AGENDA

None

PUBLIC COMMENT

None.

EXTERNAL CORRESPONDENCE

None.

APPROVAL OF PREVIOUS MEETING MINUTES

Director Zvorak moved to approve the minutes from June 20, 2023, Director Standish seconded, motion carried.

DIRECTOR REPORTS

Statutory/Regulatory/General Business

- Backflow preventer relocation matter – still looking for a licensed plumber that is willing to do the work for both the State Park and the Fire District. No response from a call to Ken Finch, and Bob Serafin is a maybe.
- Second floor, Station 2 – President Warnke spoke with Julie Arington at the State Park regarding the allowance of staff to spend 2 nights rather than one upstairs in living quarters. President Warnke plans to draft a Memo of Understanding to place in the file stating same.
- CPW Sewer and Water Fees – First two quarters of 2023 have been paid.
- A drafting site at Steamboat Lake is still in process. There is still too much water to get the truck down and test.
- Dry hydrant follow up – Kent Foster spoke to Sam Parsons, Northwest fire director. He will attempt to elevate the issue to the state level while attending a conference this week. Another option Kent Foster suggested is potentially getting state representatives involved. He suggested that he could potentially contact our state representative and approach them as a concerned citizen. He will make a call to Meghan Lukens to discuss.
- Termination of Declaration of Local Disaster Emergency – the district is terminating the declaration of local disaster emergency. It has been signed and will be filed with the County Clerk, DOLA and the Office of Emergency Management.
- Oaths of office for directors and Termination of Declaration of Local Disaster Emergency have been filed as of this week.

- Regarding the condominium agreement with Routt County – President Warnke reviewed the file regarding the condominium agreement. The association was formed in June of 2003 between Routt County and NRFPD. It was formed for the joint management and maintenance of the Station 2 building. He noted that the minutes from a meeting on October 16, 2003 stated that the district can bill the county 16.79% of common invoices such as external building repairs, maintenance and property insurance. President Warnke asked District Administrator Lancaster to calculate what 16.79% of the property insurance is in order to produce an invoice. Director Zvorak would like to know how much money we would be referring to if we went back to 2005 since the county has not been billed since then. It was also mentioned that the roof is in need of replacement as well as siding and doors on the east side. Director Standish noted that we need estimates for the roof and siding in order to allow for the expenses in the 2024 budget. He also commented that the County is starting their budgeting process and it would be good to advise them of the Station 2 repairs. Director Warnke indicated he will be setting up a meeting with the County to discuss the property insurance billing and the Station 2 repair estimates.

Financial

- The transaction list was reviewed. There is one additional check to Pinnacol Assurance for \$1,024. Director Zvorak moved to approve the transaction list with the additional check, Director Williams seconded, motion carried.
- Grants – Kent Foster mentioned a grant application window opening today with CO Fire Protection and Control for a 100% grant paid for by the state for Firefighter PPE. Another VFA Grant should become available in the fall. There are some FEMA grants out there as well, and the SAFER grant – pay 100% of an employee's salary the first year, then a reduced percentage over the next two years. Kent Foster is still looking into something that would help with radios.
- Kent Foster also shared information on the North Routt Fire mitigation plan from the USFS. He spoke to John Twitchell (District Forester, CO State Forest Service), and the forest service has around \$7 million in grants for private land fire mitigation. Director Slivon suggested having John Twitchell come to a board meeting – President Warnke will invite him to attend the August board meeting.
- Audit engagement – The final audit is filed in Dropbox. Chief Swinsick used to file the audit with DOLA, but District Administrator Lancaster doesn't know with whom or how, and will look into it. District Administrator Lancaster will also file the audit on the EMMA website (banking interest).
- Treasury bonds – President Warnke shared the market values of the district's TBills and the interest rates for each.

FIRE CHIEF REPORT

Call volume –

58 calls for 2023 (vs 58 for 2022) – one structure fire, 27 EMS, 5 MVA, 5 illegal burns, 2 service calls, 5 rescues and 13 false alarms.

Equipment status-

1. Still looking for certified plumber to install/raise backflow valve to State Park regulations along with installing new booster water pump in mechanical room at Station 2.
2. Annual aerial testing, inspections, and certifications for Ladder 3-2 is scheduled for July 2023. Work will be performed by FailSafe Testing at a cost of \$1,125.
3. LIIFEPAK15's – Getting their annual inspection/tune up on July 24th. Paid for by Routt County EMS Council.
4. Putting 2014 Polaris 6x6 Ranger UTV up for sale – CanAm Defender 1000 was its replacement. Asking \$8,500. Department paid \$10,500 in 2017 – no longer used and is parked at Station 1. Could use the money to purchase other rescue equipment needed for other two department's UTVs.

General News Matter:

1. Drafting operations near old boat ramp at Sage Flats working OK for now (high water in lake). Park Service possible to install gate in the parking lot so at low water level NRFPD apparatus can get closer to the edge of the lake. This will entail State Park removing some permanent 8" timbers in Sage Flat parking lot to install access gate.

2. Saturday, July 1st – Fireworks were set off from a barge on the lake near the island at 9:30pm. All fire crews that were scheduled to help with fireworks were deployed to other fires in Colorado. Kevin Thompson from US Forest Service was able to find and then send last minute one Type 6 Engine with three personnel out of Yampa to help with the patrol. NRFPD had both (A&B shifts working July 1) – one crew on EMS and other crew doing fire patrol. A-Shift worked from 5-11pm (fire patrol). One volunteer (Steve “Mole” Flanigan) also helped with patrol duties.
3. 20KW propane powered generator will be delivered to Station 2 in the next two weeks. James Cullen called on 7/5/23 confirming generator was at Road & Bridge shop in Steamboat. Mr. Cullen and Mark (RC Radio Technician) would be delivering it to Station 2 courtesy of Routt County Communications Dept. Installation for electrical and propane – taken care of by NRFPD after being delivered. Electrical – Central Electric LLC hopefully! Propane will be done by Ferrellgas of Steamboat Springs. Nate Margason (Vista Verde) will bring skid steer from ranch and unload and move generator around to back of Station 2.
4. Special Event – Steamboat Lake Triathlon Event July 23rd. Ambulance 3-1 will be assigned to this event with crew of (2) driver and EMT-B – Paid event of \$610 to NRFPD (April 2023).
5. Public Education: Presentation/Training class put on by Chief Mathisen on Fire Extinguisher Safety and Operations for the Three Forks Ranch. Spent 3 hours on Friday, June 30th up at Operation Center. Training 10 staff members. Great class with live fire training with hands on fire extinguisher operations.
6. July 1st – Department/Community picnic at Station 2 – went off great, had fun games, great food, adults and kids sprayed water from fire hoses trying to hit orange traffic cone targets, kids swam in the portable water tanks (big bubble bath) afterwards were treated to warm showers and warm towels. State Park donated a picnic table for the firehouse. All around good day.

Personnel:

1. Mr. Mike Munn – Volunteer – attended 4-day Wildland Field Camp S130/S190 in Salida, CO – tuition and lodging was paid for by Mr. Munn. Informed Mike that upon completion and passing of this class the fire district would reimburse the cost of the class. Mike got his certification as new Colorado FF2-Wildland Firefighter. Congrats to him.
2. Two new volunteers – Jill Johnson and JD Anderson. Both have attended four trainings – brings total to 4 new probationary NRFPD members. Jill is only interested in driving equipment/apparatus (no real interest in EMS/Fire Skills) and JD is still up in the air into what he wants to train to become. Both realize it is a major time commitment and they are weighing if they have the time to give.
3. New employee #4 – still looking to fill position (possible candidate is a CMC EMT instructor)

OLD BUSINESS

None

NEW BUSINESS

Next meeting will be on August 8, 2023.

OTHER ITEMS TO COME BEFORE THE BOARD

None

ADJOURNMENT OF REGULAR BOARD MEETING

President Warnke moved to adjourn the meeting at 8:47pm. Sec/Treas Standish seconded, motion carried.

The foregoing minutes, which have been approved by the affirmative majority vote of the Board of the North Routt Fire Protection District, are a true and accurate record of the meeting held on the date first stated above.

Steve Warnke

Steve Warnke, President

August 8, 2023

Date

Jim Standish

Jim Standish, Secretary/Treasurer

August 8, 2023

Date