

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

September 12, 2023

The regular meeting of the Board of Directors of the North Routt Fire Protection District was called to order by President Warnke at 7:05p.m.

ROLL CALL

Directors Present:

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

Directors Excused:

Larry Williams, Vice President

Also Present:

Matt Mathisen, Fire Chief
Lisa Lancaster, District Administrator

ADDITIONS TO AGENDA

Discussion of generator maintenance.

PUBLIC COMMENT

None.

EXTERNAL CORRESPONDENCE

None.

APPROVAL OF PREVIOUS MEETING MINUTES

Sec/Treas Standish moved to approve the minutes from August 8, 2023, Director Zvorak 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.
- A drafting site at Steamboat Lake is still in process. The Sage Flats drafting site is now 55 feet from the parking lot, and we can only draft 40 feet from the parking lot. The convenience has gone away because the water level has dropped.
- Dry hydrant follow-up –Kent Foster met with Representative Meghan Lukens to discuss the dry hydrant issue. She brought the issue to the DNR Legislative liaisons and is waiting for a response.
- High Point Roofing will be replacing the roof on Station 2. Weather permitting they can do it this fall, however if time runs short High Point has agreed to come and shovel the area of the roof over the leak once in the winter.
- President Warnke reviewed the file regarding the condominium agreement. Jay Harrington, County Manager, has agreed to reimburse the fire district for 16.79% of property insurance for Station 2 as well as building maintenance (i.e. siding, roofing). President Warnke is going to confirm numbers and bill the county.
- North Routt Fire Mitigation – President Warnke and Director Slivon met with Kent Foster separately to discuss whether private landowners would be willing to participate in the grant designated for this

purpose. They would have to be willing to match the grant. It was agreed that Kent could call a select number of landowners and HOA's to determine if the willingness is there to match the grant.

- Director Slivon would like to donate a drone to NRFPD – he asked Chief Mathisen to let him know what he would like for the district.
- Website updates – Sec/Treas Standish will meet with Vladan Chase after tonight's meeting to talk about maintaining the website.

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 Slivon seconded, motion carried.
- Treasury bonds – President Warnke provided a summary of the TBills purchased, maturity dates, and balances.
- 2024 Budget – President Warnke and Chief Mathisen are working on finalizing numbers.
- Generator maintenance contract – \$1,200/year. Chief Mathisen doesn't think the testing needs to be done every year; as it was just tested, re-testing should be scheduled for the late summer or fall of 2025.

FIRE CHIEF REPORT –

Call volume –

100 calls for 2023 (vs 87 for 2022) September 8, 2023 Up 13%

Calls Break Down:

EMS (Medicals, MVC, OHV, Rescue) - 13 of which 12 transported to hospital 6 of which were ALS Calls that SSFR Helped

General Fire Alarms - 3

Smoke Investigation - 1

Aircraft Craft Rescue Training -1 Hayden Airport

Fire - Dumpster - 1

Fire - Wildland -1

Equipment status-

- 1.) Still looking for certified plumber to install/raise backflow valve to State Park regulations along with install new booster water pump in mechanical room at Station 2. - Staying in touch with Steamboat Lake State Park - if they get a plumber - we will tag team and get both done.
- 2.) 20KW propane powered generator: Station No.2
 - a. Central Electric LLC - ordered the proper auto-transfer switch box and are still waiting for the vender to ship out early next week. In the meantime - electricians will start the install (conduit & fittings, electrical boxes, etc.) so when the transfer arrives it only take a short time to finish up. Timeline is finishing project by end of September.
 - b. Propane Service/Hook-Up Completed by Ferrellgas of Steamboat Springs. August 2023
- 3.) Ladder 3-2 “**OUT OF SERVICE**” - 8-23-23 Radiator - cracked/multiple holes, SVI/IKON Fire Service out of Fort Collins, Colorado working an estimate for both when and how much to come repair Ladder 3-2

General News Matter:

- 1.) **Polaris Ranger Sale Money - Equipment Ordered & Arrived: Spent roughly \$1400 of \$8500**
 - a.) \$65.00 New Fog Lights for Ambulance 3-2
 - b.) \$228.00 (4) Tool Holders & \$68.00 (4) Mounting Hardware Kits for mounting Pulaski Tool and Combi-Tool to the roof rack on Brush 3-7 UTV
 - c.) \$25.00 Brush 3-7 UTV (2) New tie-down straps to secure to trailer.
 - d.) \$623.00 Structure Fire PPE - 12 Flashlights for all NRFPD members
 - e.) \$44.00 Safety glasses for all NRFPD Members
 - f.) \$200.00 PETZL Carabiner's one for all NRFPD Members - Rope Rescue Gear

- g.) \$80.00 Traction Rescue Pads & Rescue Kit for Brush 3-7 UTV
- 2.) Station No. 2 Roofing Contract - awarded to **High Point Roofing, LLC** August 25th, 2023. Work should begin sometime in September.
- 3.) NEW 2023 Direct Distribution DFPC Grant - Application submitted & received by the State August 21st.
 - a.) looking at getting New Wildland Fire Shelters (new generation), PPE Wildland Pants, Shirts, Etc. - Kent Foster's email has update on status
 - b.) Grant for New 800 MTZ portable radio's ongoing process with Kent Foster & Chief Guire from West Routt Fire.
- 4.) Working on DRAFT 2024 NRFPD Budget.
- 5.) 2023/2024 Slash Pile Burning Permit is getting underway - visiting and taking pictures of piles (before & after) for new regulations on getting a permit issued.

Personnel:

- 1.) Mr. Curtis Scott from Walden, Colorado was put through the NRFPD Firefighter physical ability test and written EMT-B exam on August 30th - Curtis did very well and a job offer was made on September 7th and Mr. Curtis Scott accepted the Job offer for filling the last fulltime position Firefighter-1/EMT-B. First day on the job will be Sunday October 1st, 2023. All paperwork needed for Lisa should be at office by September 15. Mr. Scott will be working with Kevin Fischer on C-Shift.
- 2.) NRFPD now has a total of (4) Colorado State Firefighter-I Certified and (9) National Registry Certified EMT-B
- 3.) Total Volunteer's Members for NRFPD - 6 members - (2) EMT-B/Firefighters (4) First responder/Firefighters
- 4.) Average number of members per call over the last 21 calls is 4 members, special thanks go out to Steamboat Lake State Park Rangers - Mr. Jared Newell (Parks 1356) Mr. Colten Hosey (Parks 1355) & Mr. Ryan Crabs (Parks 1351) for being able to help load/package patients, and then drive the ambulance to town a total of 5 calls over the last month. A letter to the CPW needs to be sent thanking them and the 3 rangers for their assistance and participation in calls throughout the season.

Outreach Plans/Community:

- 1.) North Routt Community Charter School reached out to Chief at NRFPD and asked if we could come teach to the Kindergarten class "Firefighter's and EMT's tools of our trade". Great after spent with teachers and students.
- 2.) Principle Dan Kohler of NRCCs also asked if NRFPD could help refill the 10,000-gallon fire suppression tank at the school after the fire sprinkler system had been tested in early August and the test company had used about 4,000 gallons. Water well at the school would have taken days to refill the tank and put a strain on the well pumps. Chief was happy to refill the tank and made an entire fire pumping/operation training out of it for the fulltime crews to learn how the entire system worked.
- 3.) NRFPD crew attended NRCCS's 9-8-23 7:30 am Community Coffee/Treats for Staff and Parents - Great Day to show off Ambulance and Fire Truck to folks while enjoy great homemade treats.
- 4.) Chief and crew be attending the NRCCS - lockdown drill on September 14th at 1:15pm - Principal Kohler asked us to come and critique their procedure and offer guidance.
- 5.) Fire Crew and EMT's helped set up and attend the NRCCS Barbeque fundraiser at "Steamboat Out Post". Tables and chairs were loaned from the department to help.
- 6.) NRFPD loan out tables and chairs to retired Firefighter/EMT-B Stu Koci to help with "Steamboat Lumber - Customer Appreciation Barbeque".

OLD BUSINESS

None

NEW BUSINESS

President Warnke requested topics for the fall newsletter – suggestions were burn piles/permits, volunteerism in the county, mill levy discussion

OTHER ITEMS TO COME BEFORE THE BOARD

None

ADJOURNMENT OF REGULAR BOARD MEETING

President Warnke moved to adjourn the meeting at 8:38pm. The next board meeting will be held on October 24th rather than October 10th due to scheduling.

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

October 24, 2023

Date

Jim Standish

Jim Standish, Secretary/Treasurer

October 24, 2023

Date