

Clear Creek Fire Authority
MINUTES
6:30 p.m., Wednesday, May 28, 2014
Station 1 - Dumont

I. Call to Order

The meeting was called to order by Chairman, Gene Day at 6:30 p.m.

Attending:

Board of Directors:	Gene Day	Chairman
	Wendy Koch	Vice Chairman
	Tim Mauck	Treasurer/Secretary
	Mark Reynolds	Georgetown Representative
	Mike Hillman	IS Representative
	Chris Frey	Silver Plume Representative
	Steve Kroll	ESD Representative
Others in attendance:	Kelly Babeon	Fire Chief
	Mark Abrahamson	Deputy Chief
	Donna Gee	Minute Taker
	Doug Berg	Wildland Fire Coordinator
	David Taylor	CCFA Volunteer

II. Approval of Agenda

Chief Babeon requested to add to Old Business, item c: Purchase Discussion – Replacement of the Chief's Response Vehicle. Mike Hillman made a motion to approve the May 28, 2014 agenda as amended. Mark Reynolds seconded the motion and the amended agenda was approved unanimously.

III. Public Comment/Unscheduled Appearances

No audience comment was presented.

IV. Reading & Approval of Minutes

Tim Mauck made a motion to approve the April 19, 2014 minutes as presented. Wendy Koch seconded the motion and the minutes were approved unanimously.

V. Approval of Bills & Financial Report

Bills for Approval/Check Detail/Financial Report

The Bills for Approval as of May 9, 2014, Check Detail dated April 4, through May 9, 2014 and Executive Summary as of April 1, 2014 were reviewed. It was noted that the legal fees were approved at a previous meeting, therefore crossed off the Bills for Approval, the listing is a QuickBooks error; the Cummins Rocky Mountain invoice was for Engine 41 repairs including preventive work, DOT maintenance and the cam rocker assembly went bad; the \$156,391.09 to Suntrust Equipment Finance & Leasing Corp. is for one of two annual lease payments on the ten year lease, on nine new trucks; and ESD (Emergency Services District) and the towns payments are made quarterly (based on revenue of taxes received to that point of the year) and the payments received thus far is current at 50%. No additional comments, questions or objections were made. Tim Mauck made a motion to accept the Bills for Approval, Check Detail and Financial Report (Executive Summary) as presented. Wendy Koch seconded the motion and the reports were approved unanimously.

Gene Day - Yes	Wendy Koch - Yes	Steve Kroll - Yes	Mike Hillman - Yes
Tim Mauck - Yes	Mark Reynolds - Yes	Chris Frey - Yes	

VI. Old Business

a. Station 3

It was noted that Craig Abrahamson is behind on the building plans, but, they should be available for approval at the June meeting, The Ground Lease provided in the packets had no changes from the board via the email as discussed last month, but, did include updates noted in red from the town attorney, Empire rejected paying for the sewer line install and liability for the CERCL, It was stated that the facility will have an ultra violet treatment system. This document should be reviewed by the board, with final comment expected by Bob Cole at the next meeting. Once the lease is approved, the project should be completed by the end of the year.

b. Station 1 – Remodel

It was noted that the contractor has completed the project as contracted and will complete the change orders by next month. The bond has been released. Awaiting the counter tops, which should be in by the end of June. Chief Babeon visited American Furniture Warehouse and will order the furniture on line for delivery. The sprinkler system is done and awaiting final connection from an electrician.

c. Purchase Discussion – Replacement of the Chief’s Response Vehicle

A discussion was held regarding Chief Babeon’s current 2002 Ford which has 280,000 miles and needs work. Chairman Day indicated that other agencies have suggested not purchasing a new Ford. Chief Babeon would like to stay with a diesel truck preferring a Dodge. A new Dodge is approximately \$50,000 and used vehicles for around \$38,000 (2012 with 15,000 miles), which was sold. Chief Babeon will also look for vehicles on auction. Chairman Day requested that the board make a formal approval for Chief Babeon to actively look for a vehicle. Mark Reynolds made a motion for Chief Babeon to actively look for a vehicle. Chris Frey seconded the motion and it was approved unanimously.

VII. New Business

a. Credit Card Approval

Chief Babeon indicated that the Wildfire team is working on being able to provide support out of state, in which Clear Creek County would get the same support in return. A credit card for incidentals and a fuel card are needed. Out of County response will provide the team with experience and training since wildfires are not so common in Clear Creek County, and will help with recruiting. Only a few members will deploy at a time and the Shifting Program will help cover the County. It was noted that the our CRRF agreement with the State will reimburse \$848 minimum a day for Engine 41 to be used and personnel can be reimbursed for a two week period up to \$5,000/\$6,000 per person. The max deployment time is 14 days on scene and 17 including travel. The State uses Wex for fuel cards and the Fire Authority can open an account. The Fire Authority does have a debit card, but, it does not provide protection like a credit card. Chairman Day made a motion to obtain a credit card and a fuel card for out of District wildfire response. Chris Frey seconded the motion and the motion passed unanimously.

Gene Day - Yes	Wendy Koch - Yes	Steve Kroll - Yes	Mike Hillman - Yes
Tim Mauck - Yes	Mark Reynolds - Yes	Chris Frey - Yes	

b. Fuel Card Approval

See above notes.

c. Wildland Coordinator P/T Position

Chief Babeon provided and reviewed the Wildland Fire Coordinator Options document. Doug Berg has done an awesome job with our Wildfire program and Tim Mauck personally thanked him for his accomplishments. Chief Babeon recommended the Part Year/Part Time Employee Salary option. Some research was done on comparable positions including Vail (\$62,000 - \$78,000), which was very high due to the cost of living expenses in the area and on a website “Find Your Major” (\$71,800 and indicated 58,000 + employers), currently the Fire Authority does not have a job description; Chief Babeon will have a draft next month. The money is in the budget and can be floated with the code enforcement position. Chairman Day recommended Chief Babeon create the position and Tim Mauck agreed.

Tim Mauck made a motion to approve the Part Year/Part Time Employee Salary option. Chris Frey seconded the motion and the motion was passed unanimously.

d. Wildfire Crew out of State Response/Workers Comp Coverage

Chief Babeon indicated that the Wildfire team is working on being able to provide support out of state. The current carrier, Pinnacle, will cover people if the claim is filed in Colorado. Workman's Compensation for each other state (New Mexico/Utah) is needed, except for Wyoming as they will accept Colorado's Workman's Compensation and Arizona, that has a new statute that will also accept coverage. Other agencies have indicated that when deployed to other States, as long as the claim is filed in Colorado it will be covered. Bob Cole is looking into this more in depth. Chief Babeon is not worried about most States, but, concerned about New Mexico; the cost for insurance in New Mexico should be under \$1,500. Chairman Day authorized Chief Babeon to purchase the insurance for New Mexico and gave authority to Chief Babeon to authorize deployment out of State. There were no questions or objections.

e. Lease Payoff on Two Ladder Trucks

Chief Babeon presented the board with payoff information and a cost study on paying off two leases early and reviewed the information with the board. An early payoff would save \$36,000. The money is available in the savings account. Chairman Day noted that the email from Wells Fargo notes that 45 day written notice is requested. Chairman Day made a recommendation and a motion for Chief Babeon to send the letter to the lessor for early payoff and attempt to work around the 45 days. Chris Frey seconded the motion and the early payoff was approved unanimously.

Gene Day - Yes Wendy Koch - Yes Steve Kroll - Yes Mike Hillman - Yes
Tim Mauck - Yes Mark Reynolds - Yes Chris Frey - Yes

VIII. Report from Deputy Chief – Mark Abrahamson

- The next training is Swift Water training on June 13th, 14th & 15th. There are 15 people in the class, the team is currently working with the Golden Swift Water Team to create a relationship.
- Next academy trainings include Ladders & Ventilation (Classroom) in Evergreen on May 31st, and then Fire Extinguishers, Forcible Entry, Scene & Evidence Preservation. Next enrollment Academy will be held in November.
- CCFA responded to a fire at 5:00 AM on Monday, May 26th at Riverside Dr. in Idaho Springs, Evergreen and Central City Fire responded for mutual aid and it went very well.
- A raft turned over on the creek today.

IX. Report from Fire Chief – Kelly Babeon

- With regards to the fire on Monday, the outer structure is savable. Two families have been displaced and there was no damage to the third unit. Two insurance investigators were on site today.
- CCFA has been busy with medical assistance for the ambulance as well as highway incidents.
- There have been several smoke reports which were campers and homeless people. The homeless are on forest land and Chief Babeon will work with Penny Wu and the County to help resolve the issue.
- The water content level at the Loveland snowtel sight is still showing 27 inches, Clear Creek will most likely over flow in some areas.

X. Announcements

XI. Adjournment

The meeting was adjourned at 7:57.

The next regularly scheduled meeting is scheduled for June 11, 2014 at Station 1 in Dumont.

Gene Day, Chairman

