

Laramie County Fire District #3

Board Meeting Minutes

October 9, 2023, at Station 1

Board Attendance: Dean Anderson, Rowdy Petsch, Jason McLaughlin, Greg Hansen, and Mike Peterson

Firefighters and Other: Lee Peterson (Chief), Jillian McLaughlin, Jesse Moorehead, Lash Branigan, Lee Willert, Trevor Petsch, Carrie Deselms, and Vickie Schinzel

President Dean opened the meeting at 7:00 pm.

Minutes:

- The minutes from the Sept. 11 meeting were reviewed. Clarification on the location of the curbing was discussed regarding the concrete quote. Rowdy moved and Mike 2nd to approve the minutes. Passed.

Treasurer Report:

- Lee stated that the skid is to be here at the end of the month or early November, and he is working on getting the toolboxes done. Payment is due for this. The purchase order for the Chief's pickup did come in at \$60,000 and includes the camper shell, grill guard and seat covers. He also provided clarification on the radios and Fired Up Rescue invoices.
- Gunnison Fire Update: The truck earned \$18,350.00. The lodging was \$4,410.00 and will be reimbursed. Jesse earned \$5,463.08 and Lash earned \$6355.58. These amounts are being added to the Invoices for Payment report for tonight. Lash and Jesse paid for half their food. In the future, Lee told them to have the department pay the full amount and then they would be reimbursed a per diem amount.
- Greg stated that the electricity for the old Station 1 is for a partial month and has been switched to the Town. He also got the propane bill switched to the Town. The propane on the report is for new Station 1 and Midway.
- Rowdy moved and Jason 2nd to approve the Reconciliation Report and the Invoices for Payment. Passed.

Old Business:

- Station 1-Old:
 - The money has been received for the sale.
 - Old Station 1: there are still some shelving and filing cabinets to be removed. The board discussed leaving the shelving, but getting the files moved soon.
- Station 1-New:
 - Concrete Quote: Lee said that PB Gravel is to start on the concrete the week of Oct. 16.
 - Jillian got a quote from Hansen Hauling for the road base. It is \$661.00 per 25 Ton of 1.5" L Base rock.
 - Logan is to blow out the sprinkler system & fix the low spot this fall. Next spring, he will replace the dead tree.
 - The town did mow.
 - Tim Bloomington made the metal flag signs and gave them to LCFD#3.
 - Lee Willert pointed out that the concrete apron had a crack and asked if PB Gravel was going to fix that.
 - There is still a dirt pile that needs to be moved. The plan is to spread it to fill in low spots.
- Station 2:
 - Still needs to be cleaned up.
- Station 3:
 - Nothing new.

- **Strategic Plan/SOP's:**

- Lee would like to purchase 2 new Tender trucks (3000-4000 gallon). His plan is to apply for the AFG grant first which will likely get turned down. If that is the case, then petition the commissioners to have them placed on the 6th penny ballot measure. Currently, the commissioners are expecting the current 6th penny to be collected by May of 2025. They would like to have a letter of intent so they can start planning for the next ballot measure.
- The grant that they received for the Skid Unit is opening on November 1. This is a 50% reimbursement. Lee wants to apply and do another brush truck. Using the grant would push the purchase date way out in the future and prices are expected to increase dramatically. There is a 6500 Brush truck on the lot in San Antonio. Rowdy moved to go ahead and purchase this truck and he asked Lee to start negotiations at \$85,000, but willing to go to \$90,000. Jason 2nd it and it passed. The board was willing to go up on that amount if necessary. (The next day, Lee got a quote of \$90,000 and the board was informed of the completed deal via phone.)
- Strategic Plan: Dean asked the board to review this and be ready to work on it at the November meeting.

Old Business:

- Audit for FY23: Vickie stated that only one of the four companies contacted returned a bid: Haynie and Company from Littleton, CO. They said they could likely complete the audit by Dec. 31 at a cost of \$17,000. Greg moved and Rowdy 2nd to accept this bid and engage this company for the audit. Passed.

New Business:

- Carrie Deselms presented a plan to the board to hire Vickie Schinzel to be an Administrative Assistant and take over many of the duties that Greg is performing. She said that when she did the Treasurer's position, she often spent more than 8 hours per month to complete the tasks. This would free up Greg's time since he now has more responsibilities elsewhere. This would be charged on an hourly basis and as a contract labor position. Rowdy moved and Mike 2nd to approve this recommendation and to make it effective as of Oct. 1. Passed. Vickie will need to be bonded and set up on the bank accounts and the other business accounts to pay bills and retrieve invoices.
- Vickie also updated the board that we did go over budget for FY23 even after we amended the budget. She also said that the Census Report has been filed, but that there were unreconciled amounts that went back to FY 22 and has worked with Bobby at the Dept. of Audit on this. We will likely get correspondence regarding these issues.
- Public Officer Training: Lee told us that Commissioner Gunnar Malm said that the Special Districts on-line training that the board did was not being accepted by the WY Audit Department. Therefore, the board will have to complete this through another avenue. (Oct. 10-Vickie verified this with the Dept. of Audit and it is true.)

Chief's Report:

- Laramie County MOU-parking county equipment at fire stations. They want to also be able to purchase fuel from us and to use electricity to plug in equipment. The board reviewed the proposal from the county. They tabled this item.
- Lee discussed the renewal of the "I Am Responding" subscription which is \$305.00 for the annual renewal. There was discussion on the pros and cons of this service and whether to allow the ambulance crew to use the service. The alternative is to use pagers. The board agreed to go ahead with the subscription and to make it available to the ambulance volunteers.

- Jillian talked about her concerns regarding the fire volunteers and the ambulance volunteers working together and communicating better. Also, for the need of joint training and an opportunity to evaluate calls to make improvements. Lee Willert stated that the ambulance board also has some concerns about this. Following discussion, it was decided that Dean Anderson would contact David from the Ambulance board and Kelly from the Town board and try to set up a meeting to discuss the issues.

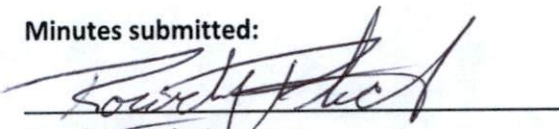
Executive Session:

- None

Other:

- Dean adjourned the meeting at 9:40 pm.

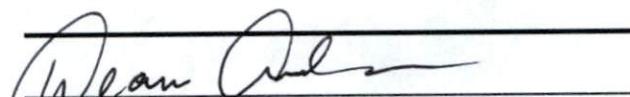
Minutes submitted:

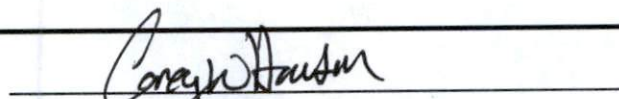


Rowdy Petsch, Secretary

The payment of bills reviewed, accepted, and attached to these minutes are certified under the penalty of perjury by:

Accepted:



Dean Anderson, President

Greg Hansen, Treasurer