

**BEULAH FIRE PROTECTION AND AMBULANCE DISTRICT  
BOARD OF DIRECTORS MEETING No. 73  
July 25, 2013**

**MINUTES**

The meeting of the Board was held at the District office in Beulah, CO.

Board members present were: Chair and President Steve Douglas; Vice President Pat Stanifer; Secretary Anne Moulton; Treasurer Travis Allee. Fundraising Coordinator Bob Thompson was absent, excused for another meeting. Also attending was Fire Chief Bryan Ware.

**1.Chair and President Steve Douglas called the meeting to order** at 6:37 p.m.

**2.THE AGENDA:** additions were requested of, under Old Business, Board information correction with DOLA, and under New Business, DOLA training, and another mitigation grant opportunity *Motion to approve the agenda as amended was made by Anne Moulton, seconded by Travis Allee. Motion carried with no objections.*

**3.MINUTES of the June 27, 2013 Meeting:**

- p4: Bryan can request an evacuation but the Sheriff's office must initiate and implement it.

*Motion was made by Steve Douglas, and seconded by Travis Allee to authorize Secretary Anne Moulton to create the final minutes based on the above correction plus the track change corrections provided by Steve Douglas, and to approve the minutes as amended. Motion carried with no objections.*

**4.TREASURER TRAVIS ALLEE GAVE THE FINANCIAL REPORT** providing a statement through June 30, 2013:

- Gwen does now have access to all the accounts, under one log in.
- The financial report for June 30, attached, shows only what has cleared, so some items are missing for those months.
- There have been many expenses; we are now at \$28,000 over for truck expenses relative to our original budget. This is mostly a temporary appearance and includes those items we decided to pay with the new income from the Smith Barney/Jimmy Armstrong fund. In our budget amendment we should be able to cover that.
- Bryan did need funds from the contingency line to pay for meals provided during local fires.
- We will be reimbursed for our crew sent to the West Fork fire.
- Morgan Stanley (Smith Barney) account will make 8.74%, but with fees charged for transfer of accounts, this year it will be an approximate wash. \$52,000 is in that account now (we spent our reserves instead as noted last month so we left the Smith Barney account alone, for the higher yield). The discrepancy between the

two figures we have heard (\$58,000 and \$52,000) occurred because the Fire Department was finishing paying its expenses prior to turning over the accounts in March.

- The Smith Barney account is a money-market/checking account (limited number of checks plus fee paid for additional checks). Kim from Smith Barney may be able to come to our August meeting, but couldn't come tonight.
- Gwen will include a budget against actual detail format report for our next meeting; she was unable to do it in time this month.
- Our goal is still to have \$12,000 placed in savings at the end of the year, while also adding the Tabor required emergency fund if possible. We do not want to use the responder stipend budgeted amount to cover expenses this year. Steve recommended we try to underspend our line items in order to get used to the cut in tax funds expected next year.
- If we don't spend the emergency fund, we can keep it, but still must budget for the same percentage next year.
- We are working on issues regarding insufficient fund charges related to an incorrect account being used for paying bills during this transfer process. It was a bank error. It is all running smoothly now with correct accounts being used.

*Motion to accept the Treasurer's Report was made by Pat Stanifer, seconded by Steve Douglas. Motion carried with no objections.*

#### **5.FIRE CHIEF BRYAN WARE REPORTED:**

- We have responded on 46 EMS calls and 43 Fire calls this year to date. Both types of responses have been increasing.
- The June 29<sup>th</sup> garage sale raised \$1864 after all expenses were paid.
- The Tahoe was taken to Compact Auto for diagnosis. They said the fuel pump, recently replaced, went bad. NAPA guaranteed the pump but not the labor, so we had a cost to install it.
- County wide the fire restrictions were lifted. We are still monitoring fire conditions, and have lowered our posted condition on signs from extreme to very high. A handout was provided from the Forest Service. Bryan explained the various categories of fuels with moisture contents. We need to keep awareness up, so people don't become complacent, but also need to have it believable. We mark our fire danger on two signs, on Highway 78 and at the fire station. There are 3 categories of fuels, grass, brush and timber. 1 and 10 hour fuels are more related to the plains, 1/4 to 1/2 inch fuels are 100 hour, fuels greater than an inch are 1000 hour fuels, more related to mountain timber areas. We also look at moisture content which is different between mountain and prairie. We need to strike a balance in our determinations. The Mountain Park signage is not entirely consistent with ours; they do not have the same full range of categories, but we do try to coordinate with them.
- This Saturday and Sunday will be the last of the rocket launches this year. We will have a medical crew and a brush truck crew present, except for the night launch which was not requested until yesterday, too late to arrange.
- Everything transferred from the Fire Department is now registered and titled under the new district name, except for Engine 62 which came from the City of

- Pueblo. They never registered it either. Bryan will contact their licensing person to first register it under the city name then transfer it to us. We pay a one-time, not annual, registration fee.
- Bryan asked if we prefer a safe deposit box or a safe for the titles. They are currently in a file in the office. Steve prefers a safe deposit box, with a list here of what is stored there. Bryan will check about the cost.
  - Rescue 81 has been outfitted with wildland tools. We will be adding a little more wildland hose so it will qualify under the CRFF (Cooperative Resource Rate Form) agreement. It can still be used as a brush truck and still has the full complement of rescue tools as well. That gives us four fully equipped brush trucks.
  - This coming school year, teachers would like to have the school program for firewise, to get the children more involved. Clara Long will deliver that program, using online materials.
  - As of Tuesday, all 7 participants of the First Responder class passed and completed the course.
  - In 2011 we entered a contract with AMR for mechanical work, at \$75.00/hour plus parts. Since January we have not been able to get in there, they have been swamped. Austin McCulloch is a certified mechanic, bonded and insured. Bryan would like to create a 1099 subcontract relationship with him for mechanical work, (not maintenance which we do but things that require certification) at a lower rate than AMR (using our shop and tools). Austin has been doing work for free but has spent a lot of time. It would be wise to create a clear contract, being specific about what it covers, (gas engines and other items that he is certified to repair, not medical equipment). He will need his own bonding and insurance for this; his rate needs to reflect that expense for him. We discussed perhaps \$20-25/hour. Run it past Tom Mullans for all necessary issues. This will be placed on next month's agenda so it is openly advertised and discussed.
  - *(Pat Stanifer is called in to work, has to leave at this time)*
  - Our Search and Rescue activity is designed to augment the Pueblo County ESB team especially for immediate needs. We have an agreement to tone us and them at the same time as of the past month, as opposed to our being toned, and having to call them like we did since January. We need to assure we have the necessary additional training. According to Bryan, everyone on the department is available. Steve noted we could find ourselves in the situation of being near fast moving water, and should have personal floatation devices; Bryan is already talking to Dylan Jacketta about this. Only two in our agency are trained in swift water rescue. There is a search and rescue grant annually through the sheriff's office, due April 1<sup>st</sup>.

## **6. OLD BUSINESS:**

**a. Twin Buttes fire water update.** We received only one proposal by Kyle which was forwarded to Joe at Red Creek Development; it looks like they will accept it. It is vague about the float; if it requires more than a simple repair, they will come back together for additional discussion. The current timeline is dependent on renting a backhoe, so it will

probably not be completed in the next 30 days. They are working toward forward motion.

**b. Wildland fire mitigation grant update** (the one due July 17, recently discussed at the community meeting). We couldn't move forward in that time frame. We had to identify who/what/when with precise \$ figures, and only 3 answered with inadequate data. However, Bryan and Steve are now laying the foundation for the 2014 grant cycle. We need interested people to come up with real numbers (acreage and cost) for their properties. We are still collecting data from residents. We can put information in our annual newsletter and in a form/letter. At this point we can just get a list of interested parties.

**c. Evacuation preparedness.** There is nothing new on this. We are still doing inspections and giving out information. The County is updating their own data. Beulah area info is up to date.

**d. Smith Barney account.** A representative will hopefully be here for our next meeting or at least send us pertinent information.

**e. Board information on DOLA site.** There are still errors online at the DOLA site regarding Anne and Steve. We need a 2010 cancellation of election notice which was part of Tom Mullans' responsibility as our election official. He billed us for work on this which he said would not be a cost to us if he made the error. Anne will provide copies of several E-mails to Mullans for Bryan who will follow up.

## **7. NEW BUSINESS:**

**a. New mitigation grant.** There is a new mitigation grant (federal), of which we were notified by Karen Ashcraft of Pueblo County. There is \$23.7 million available nationwide. The actual grant application is not due to FEMA until Oct 18. Steve does not have as much information as on the state grant; further information will be available after we put in our notice of interest. A notice of interest form is due by July 29 to the state, which will administer the federal money. After that we can develop the detail. We expect it to have similar goals as the state grant including defensible space, shaded fuel brakes. There is up to a 75% match, but we know nothing about availability of a soft match. Steve provided a draft he already created. We have two advantages with our past grants and efforts. Existing numbers are close enough to use. We will seek to mitigate 150 properties averaging 1.5 acres per property, which would cover all of the previously identified high risk properties and some of the moderate risk properties, (averaging \$2500/acre for a past grant) now estimated at \$3500/acre for a total of \$800,000. We will still need specific data from individuals. Steve will Email the finished notice of interest copy to us and get it in as required. We agree we should try for it. Thanks to Steve for getting this together.

**b. DOLA small government workshop.** Anne sent and will resend the information by Email to try to find someone to go. It is a one full day event Wednesday, August 21, in Pueblo, for only \$35.00 which we will cover. Register by August 14.

Notes: Steve commended Bryan and all the volunteers for the fine job during the extreme fire danger of this summer.

**8. MOTION TO ADJOURN:** *was made by Travis Allee and seconded by Steve Douglas. Motion carried with no objections. Meeting adjourned at 8:00 pm.*

Anne E. Moulton  
Secretary, Board of Directors,  
Beulah Fire Protection and Ambulance District

Final