

**BEULAH FIRE PROTECTION AND AMBULANCE DISTRICT  
BOARD OF DIRECTORS MEETING No. 102  
November 12, 2015**

**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 (present via phone conference), Treasurer Joni Smith, and Fundraising Coordinator Bob Thompson. Also attending were Chief Bryan Ware and Lieutenant McCullah. Absent was Kim Toman, Secretary. NOTE: The meeting was recorded and Secretary Toman created these minutes from that recording.

**Chair and President Steve Douglas called the meeting to order at 6:32p.m.**

**2. APPROVAL OF AGENDA.**

There were two additions to the Agenda, Old Business, Item 3.b, Review of Chief Pension Items by Tom Mullans, and Old Business, Item 3.c, New Fire Station - update.

*Motion to approve the agenda as presented was made by Bob Thompson, seconded by Joni Smith. Motion carried with no objections.*

**3. OLD BUSINESS**

**a. Vehicle Replacement for Chief 1 Vehicle and Brush 72**

i. Old Brush 72 (a Type 6 brush truck) has been taken out of service and returned to the Jones Family who originally donated the truck to the Beulah Valley Volunteer Fire Department, who later transferred the unit to the District. The emergency lights, siren and radio, as well as the pump, water tank, hose reel and hand tools were removed from the unit before it was returned. The Jones Family is very appreciative that the truck was given back to them. Brush 72 has been temporarily replaced with a loaner Type 6 Brush Truck from the State of Colorado until the end of March 2016.

ii. Bryan has been in touch with Joe LoBiondo, the District's State contact, about keeping the loaner vehicle for permanent use. The State is not willing to permanently let the vehicle stay in our District as it is their routine loaner unit. Likewise, discussions with Dylan Jacketta, Emergency Services Bureau (ESB), identified that their Fire 5 (also a Type 6 brush truck) is no longer available for District use, as it now has become one of ESB's primary vehicles. By the end of March 2016 a replacement Type 6 Brush Truck is needed for use within the District.

iii. Bryan has found a 2015 1-ton flat-bed truck that could be converted to a brush truck in Denver, for \$56,529. This truck meets District weight requirements and comes with a bed already on it, worth about \$5,000. It has a standard cab, instead of an extended or crew cab. It is all-wheel drive. After contacting the dealer, Bryan found that it could be purchased for \$45,652. This truck would need a brush guard added to the front as well as emergency lights, siren, spot lights, radio installation, tool boxes and decals. Both Austin McCullah, District Mechanic, and Kyle Levar have researched this vehicle and believe it will fit the needs of the District. Emergency lights, siren, spot lights, tool boxes and radio installation will cost approximately \$4,000 which reflects some labor being

donated by Dylan Jaketta for emergency lights and siren installation. Decals would cost an additional \$500. Side boxes can be added for \$1,800 and would be ideal to have installed. These additions would bring the total cost of the truck to approximately \$51,952. The existing hose reel, water tank, foam and pump unit from old Brush 72 would be placed in service on this truck. After all options for a truck were explored, this truck was found to be the most cost effective. The other two options, a 2016 Dodge and a Ford truck, were \$58,000 and \$56,000, respectively.

**iv.** The severely declining Chief 1 Vehicle most recently has had battery draining issues that have been temporarily compensated for with the installation of a master switch. There are also new concerns with the rear end of this vehicle that have not yet been pinpointed. The District needs to replace this vehicle immediately.

**v.** A newer, used Tahoe with a police and tow package was looked for and is not available, nor is a 2015 model A 2016 Tahoe is the only known option that meets the District's specifications. Only 1,000 orders are being taken by General Motors for the police package 2016 Tahoe's and there are already 80 orders for the State of Colorado alone. If the District would like a 2016 Tahoe, an order placed soon would be wise. Delivery on a 2016 Tahoe would be March 2016, at the state bid rate. The cost for a 2016 Tahoe with the desired packages would be approximately \$38,717. Lighting would cost about \$4,000; decaling \$2,000, which includes National Fire Protection Agency (NFPA) required chevron striping on the back of the vehicle; remote radio head \$3,000; front brush guard \$1,000. With all additions, a 2016 Tahoe, fully equipped for District deployment, would cost approximately \$48,717.

**vi.** Both vehicles together, Brush 72 and Chief 1, would cost the District approximately \$100,669. The only costs not covered in this amount are the costs to pick up the vehicles. Funds from the Auxiliary are not formally confirmed, but preliminary estimates are that \$10,000 can be funded for these vehicles up front and then \$5,000 annually toward payments for these vehicles. It can be estimated that \$20,000 can be used from the District's Capital Improvement funds for up front funding of these vehicles. This would leave approximately \$70,000 to be financed by the District.

**vii.** Bryan has called Fowler State Bank but has not been able to reach anyone about financing yet. Bryan has found Community Leasing Partners to have the best financing so far, with a 7-year lease-purchase at an interest rate of 4.9% with no additional fees, closing costs or early pay off penalties. This particular type of lease would mean that the District would pay approximately \$6,643 per year in lease payments, after receiving \$5,000 annually from the Auxiliary for loan payments. After the 7 year lease-purchase period, the District could purchase the vehicles for \$1.

**viii.** Steve has researched District documents to find out if the Board is authorized to spend funds and enter into loans for Capital Improvements such as these vehicles. The adopted Service Plan, Section 2.E, only states that there is no current debt, long or short term, that is currently owed by the District. It does not restrict the District from incurring new debt. Steve also reviewed the District Bylaws and Procedures. The Procedures do not state anything about entering into debt. The Bylaws do state that the Board may make appropriations contingent to be used for emergency or other unforeseen contingent emergencies. Currently the replacement of Brush 72 falls into the unforeseen contingent emergency. The Bylaws also state that a contract cannot be entered into that exceeds appropriation. The 2015 amended Budget and the 2016 final budget will be adopted in the Regular, Combined November-December 2015 meeting and should include amounts for the vehicle replacements. Bryan will have a briefing of these revisions at the November 30,

2015 Special Meeting, but formal adoptions of the budgets will not take place then. The Board Chair and President has the authority to enter into contracts, deeds, notes, checks and other instruments on the District's behalf.

**ix.** Expenditures for the vehicles are expected to be as follows: Chief 1 will not require any funds until delivery of the vehicle in March 2016. New Brush 72 will require some funds expended in 2015, but it has been found that the more money borrowed the lower the interest rate. These funds for down payment can come from either Prior Reserves or Capital Improvements.

**x.** Bryan is requesting that he be authorized by the Board to search for the best financing for these two vehicles, knowing that the maximum loan or lease/purchase to be established is \$70,000 for a term of no more than 7 years, and to verbally secure these vehicles. Steve will sign the final documents for the loan or lease/purchase for these vehicles.

*Motion was made by Joni Smith to authorize Chief Ware to proceed with the purchase of both Brush 72 and Chief 1, as described above, seconded by Bob Thompson. Motion carried with no objections.*

**b. Review of Chief Pension Items by Tom Mullans**

Steve asked the Board Members if he could ask Tom Mullans to review the agreed upon start date of January 1, 2016 for Chief Ware's Pension. Discussions were held and all Board Members were in agreement to pay Tom Mullans to review the start date of Bryan's pension plan to ensure the District would not be in violation of any state statute.

**c. New Fire Station - update**

There are two meetings next week for approvals for the New Fire Station, i.e., the Map Amendment and Public Use Review hearings. The District, as applicant, needs to provide representation at both meetings, especially if Bryan is called to an incident. Joni will commit to being a representative at either or both meetings as needed. Bryan will let her know on Wednesday whether or not her presence will be needed.

**4. NEW BUSINESS.** There was no New Business

**5. MOTION TO ADJOURN:** *Motion to adjourn was made by Bob Thompson, seconded by Joni Smith. Motion carried with no objections.*

Meeting adjourned at 7:06pm.

Kim Toman  
Secretary, Board of Directors  
Beulah Fire Protection and Ambulance District  
Final

Attachments

- Beulah Fire 2016 Tahoe
- Beulah Fire Dept 2015 Dodge Ram
- Replacement Vehicle Worksheet 2015