

**BEULAH FIRE PROTECTION AND AMBULANCE DISTRICT  
BOARD OF DIRECTORS MEETING No. 136  
February 22, 2018**

**MINUTES**

The meeting of the Board was held at the Beulah Community Center in Beulah, CO.

Board members present were: Chair and President Steve Douglas, Vice President Stephen McLaughlin, Treasurer Joni Smith, Secretary Kim Toman, and Fundraising Coordinator Bob Thompson. Also attending was Chief Bryan Ware. Guests were: John Levar (potential candidate for election to the Board), and Danny and Benjamin Studen.

**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. A presentation by visitors Danny & Benjamin Studen was added to the Agenda as New Item 3. Also added was New Business, Item 8.b, Discussion of the Community Wildfire Protection Day on May 5, 2018.

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

**3. PRESENTATION BY GUESTS DANNY & BENJAMIN STUDEN**

Benjamin Studen recently celebrated a birthday and instead of asking for presents for himself, he asked friends and family to help him raise funds for the Beulah Fire Protection and Ambulance District. Tonight, just after his 13<sup>th</sup> birthday, he presented the District with \$400 raised by his efforts. The District sends a huge thank you to Benjamin and his family for this donation. This was his second donation to the District from his birthdays.

**4. APPROVAL OF MINUTES of January 25, 2018 Meeting.**

Track changes submitted by Board Members were reviewed and approved by all attending Board Members and Bryan. There were no other additions or corrections to the meeting minutes.

*Motion was made by Joni Smith to authorize Secretary Kim Toman to create the final minutes based on the track change corrections and discussed changes and to approve the minutes as amended, seconded by Stephen McLaughlin. Motion carried with no objections.*

**5. FINANCIAL REPORT**

The District accountant, Gwen Watkins, was not available to update the Financial Statement, so Joni utilized the 2018 Budget to compare January's actual revenues and expenses to the Budget. All the District account balances had not changed since the last Financial Report in January because there were no payments made.

**a.** The District checking balance in the Pueblo Bank & Trust (PB&T) account is \$25,613; the balance in the Bank of the San Juans (BSJ) Operating Account is \$20,756; the balance in the BSJ Savings Account is \$44,196. The balance in the New Station Enterprise Fund is \$33,581.

**b.** The BSJ Construction Account balances are as follows: Escrow: \$1,788,780 (left to write checks against); Loan Balance: \$1,988,314 (left to pay back to the bank); Note Account: \$117,997

**c.** The total Fire Station Expenses paid from inception is \$199,534.

**d.** Expense Line Item 8102, Repair and Maintenance Parts, current month activity is \$6,485. This amount is for Engine 61 repairs. Line Item 8102.1, Repair and Maintenance Labor, will be removed in the near future. This item is no longer needed. The \$6,000 allocated for Labor will be moved into the Parts Line Item.

**e.** Expense Line Item 8205, Chief's Health Insurance, current month activity is \$5,302. This is the annual payment. There will be no more expensed to this line item this year.

**f.** Expense Line Item 8260, Board of Directors, current month activity is \$546. This amount is the annual Special Districts Association (SDA) membership.

**g.** Expense Line Item 8300, Commercial Insurance, current month activity is \$2,604. This is the 2018 1<sup>st</sup> quarter payment.

**h.** Expense Line Item 8350, Worker's Compensation, current month activity is \$4,028. This is the annual Worker's Compensation payment.

**i.** Expense Line Item 8450, Building Maintenance, current month activity is \$3,114. This is for the new security systems at Station 1 and Station 2.

*Motion was made by Kim Toman to accept the Financial Report, seconded by Bob Thompson. Motion carried with no objections.*

## **6. CHIEF'S REPORT, reported by Bryan**

**a.** So far this year there have been 29 total responses; 10 were Fire/Rescue responses, 19 or more were Medical.

**b.** Med 51 is back in service, Tender 91 is back in service. Med 52 is at the Ford dealership for about 2 weeks undergoing an engine replacement. Repairs will cost the District approximately \$24,000.

**c.** On February 14<sup>th</sup>, there was a structure fire on Burnt Mill Road. ESB was the primary agency responding to this incident. The property involved was a District fire-service contract holder in 2017, but did not renew their contract for 2018. According to ESB, the owners of the property thought they had a current fire contract with the District. Bryan informed ESB that the District mailed this property owner a 2018 contract renewal letter but the District had not received a response from the property owner.

**d.** The area Fire Chief's will start looking at fire danger conditions monthly since Pueblo County and surrounding areas are currently starting to meet the conditions for burn bans.

**e.** The State Division of Fire Prevention and Control is discussing the development of mitigation teams that would be for hire or as state resources for communities. Bryan will keep the District updated as this is developed.

**f.** The drone that the Auxiliary purchased for the District has arrived and is in service.

**g.** Pueblo West Fire had an accident involving an engine on February 10<sup>th</sup>. All 3 crew members survived, but 2 of them have injuries that will require them to be off-duty for a few months. The accident was a result of losing control on black ice while travelling about 30 mph during a response. The apparatus sustained significant damage but it held the together well enough to protect the passengers. Pueblo West did spend more money on this apparatus for a heavier duty frame and cab.

**h.** Last month, the Pueblo County Sheriff's SWAT Team, which Bryan is actively involved in, presented facts to the State about desiring the ability to carry blood products during SWAT incidents. The State heard the presentation and agreed to let the SWAT Team carry blood products while responding to incidents. This is the first time that the State has allowed SWAT Paramedics to carry blood products to incidents. The only other agencies, in our 7 state area, that are given official permission to carry blood products while on incidents are 2 FBI Teams in Texas. Even though the SWAT Team will be able to carry blood products to incidents, the District will not be able to carry blood products while responding to community incidents, unless of course it is a SWAT incident in Beulah.

**i.** CO-COCUSP (CO-CO) has grant funds to help protect the Beulah Water shed from flooding. They will thin out and protect a portion of the water shed area above the Beulah Water Works District intake on Middle Creek, and will involve property owners as appropriate. The District does not have any involvement with this project. CO-CO is expecting the project to cost roughly \$8,000.

## **7. OLD BUSINESS**

### **a. District Auxiliary - Update**

The Barn Dance will be held on May 12<sup>th</sup>. This event will be held in conjunction with the Beulah Arts Council. The Auxiliary and the Arts Council will split revenues and expenses, and this year ticket prices will include food. Volunteers will be needed to make this event a success. The annual Garage Sale will be held again at the end of June; \$5,000-\$6,000 is expected from this event. The Auxiliary will hold a few smaller fundraisers with limited participants; there are no dates set yet. Some grants for exercise equipment are being reviewed with a potential application submittal in August. In addition, a link will be sent out to the Beulah Community for Amazon Smile. This link works just like the regular Amazon website, there is no change in product price or shipping, just 5% of proceeds will be diverted to the District.

### **b. Fire Station Site Plans and Activities– Update**

#### **i. Permitting and Surveys**

The permits were submitted to Pueblo Regional Building Department (Regional) last Friday. Bryan was able to get some signatures already and Regional thinks the permits will be ready in about 2 weeks. Bryan will continue to monitor the status of the permits.

#### **ii. Site Plans and Station Design**

There was nothing to report.

#### **iii. Steel Package and Insulation Delivery**

The first load of steel was delivered. Some pieces were missing and the roof panels had not been delivered either. All the remaining parts and pieces will be delivered together when they are available.

#### **iv. Site Work**

San Isabel Electric will be bringing temporary overhead power for now. Permanent power will be provided later.

### **v. H.E. Whitlock Bid Revisions, Contract, Legal Review, Discussion and Award Status**

The original bid specifications for this project included the contract that would be utilized between the District and the awarded contractor. This original contract was developed by F&D International (F&D) and was acceptable to the District. When the District began communications with Whitlock Construction about final award details, Whitlock Construction's attorney said there were things in the District provided contract that they just could not agree to. Whitlock

Construction recommended using a standard contract from the American Institute of Architects (AIA). They partially filled out an AIA contract with our project information and submitted it to the District for review. F&D reviewed the submitted contract and strongly advised the District not to sign it. Bryan and Steve were hoping that a one of these versions of the contract could be utilized, but reality showed them that a new contract needed to be developed so both parties would be willing to sign it. Whitlock Construction revised their contract numerous times and thinks they have a final document. This revised contract was submitted to the District. Bryan and Steve have reviewed it and have passed it on to Tom Mullans, the District's attorney. Tom briefly reviewed the document and hopefully will be able to look at it closer and provide Bryan and Steve with comments by Monday.

**vi. DOLA Grant**

Bryan has submitted the request for \$95,000 of the \$100,000 total grant award.

**vii. USDA Grant**

Bryan received a call last week from the USDA. The District will be receiving funding for the vehicle exhaust system once the USDA receives the funds from the Federal Government. With the changes and current shut down of the Federal Government, the USDA funds from the Federal Government are not 100% guaranteed. In the event the USDA does not provide this funding, the District will still purchase the needed exhaust system and will find another grant or source to fund this system.

**viii. Water Line Construction Request for Bids - Status**

The water line was put out for bid last Friday. Tuesday there was a mandatory on-site meeting for anyone interested in providing a bid for this project. Bids are due by March 9, 2018. Once the bids are received, the District will schedule a special Board Meeting with an executive session to review the bids and potentially select a contractor. The extension does include a new 8" water line to the school for a new fire hydrant that will meet all existing flow standards. The current fire hydrant at the school is served by a 2" galvanized line that does not meet flow requirements for fire fighting. Its flow could only provide water for filling apparatus.

Dick Sellers of Pine Drive Telephone (PDTC) would still like to cohabitate a conduit or two in the water line trench to the Fire Station and ultimately to PDTC. Dick is also still interested in extending the water line to his business. PDTC will absorb the costs of laying the conduit(s) in the trench and extending the water line from the new station to PDTC. The water contractor will lay the conduit(s) in the trench.

**c. Mitigation Preparedness & Public Education on Flash Flooding**

The sirens were approved by Pueblo County for purchase today. The next task will be to find a surveyor to survey the 5 properties for the needed easements for the siren poles and equipment as well as a right of way service access. San Isabel Electric will be donating their time to install the electrical wiring devices for the system. The District still needs to order the 3 gates. A public meeting will be planned in the near future to explain the process of the operation of the sirens and gates.

**d. 2017 Audit Exemption - Update**

All required documents have been turned over to Sam DeNardo's office. The District will now have to wait for their office to compile the audit.

**e. 2018 Election - Update**

The election self-nomination forms are due by March 2<sup>nd</sup>. Kim and John Levar have submitted theirs already. Bryan brought blank forms if anyone needed one. Forms need to be back to Tom Mullans next week.

**f. Station 1 - Appraisal**

Dan Hanratty will donate the cost of the appraisal of Station 1 to the District. He is estimating the value of the Station will be \$40,000-\$50,000. The Station will be appraised as a storage garage since there is no provision for water on site. If water is desired, a water tap will have to be purchased from the Beulah Water Works District. The current tap fees are about \$17,000.

## **8. NEW BUSINESS**

### **a. Pueblo Mountain Park – Carhartt Trail (New connection to Squirrel Creek Trail)**

A new trail is being built in Pueblo Mountain Park for access to Squirrel Creek Trail. This new trail, called the Carhartt Trail, is in the northwest corner of the Park and connects to the Squirrel Creek Trail on National Forest land, just past the private land. The entire trail is on public lands. The Southern Colorado Trail Association started working on this trail last fall and is building the trail as a mountain bike trail which can be used for foot traffic as well. Steve will be working with the Trail Association to make sure the trail can support and accommodate an ATV for emergency rescue/extrication use only.

### **b. Discussion of the Community Wildfire Protection Day**

May 5, 2018 is the day for the Community Wildfire Protection Day. The Middle Arkansas Wildfire Protection Partnership, consisting of various wildfire response agencies including Pueblo, Custer and Fremont Counties, met last week and decided to hold this event in Beulah at the Pueblo Mountain Park ball field area. This informative event will be 4 hours long, 10am – 2pm, and covers various topics for homeowners who wish to learn more about fire mitigation/safety around their homes. There will be 1-hour module-type demonstrations on safe chain saw use; chipping; felling, limbing and bucking trees; slash pile building; and brush cutting. The group has been awarded about \$1,000 in grant funds to cover the costs of handouts and is discussing providing lunch for all attendees that day. The Auxiliary will be asked to help with the manpower of cooking the grilled items and serving that day. Tom Laca will be asked to help solicit local vendors for the chipping, mitigation and arborist activities. This event is free to the public. Lunch, if provided, will be at no additional cost to attendees.

**9. MOTION TO ADJOURN:** *Motion to adjourn was made by Joni Smith, seconded by Kim Toman. Motion carried with no objections.*

Meeting adjourned at 8:00pm.

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

Attachments

-Agenda

-Beulah Fire Protection and Ambulance District – Approved Budget to January Actual, Jan 1 to Jan 31, 2018

-Draft Contract Agreement between the District and H.E. Whitlock Inc