

Poudre Canyon Fire Protection District Regular Meeting  
Of the  
Board of Directors  
February 14, 2018 /7:00 PM Upper Poudre Canyon

**Call to Order:** The meeting was called to order by president Brett Ridges at 7:02 pm.

Board Members: Board members: Bette Blinde, Paula Collins, Gene Mericle and Brett Ridges were present. Greg Danhoff was absent. Additionally, Chief Hugh Collins and Bob Stahl were present.

**Approvals:**

**Minutes:** Motion made by Bette *“to accept the December 13th regular meeting minutes as emailed.”* Second by Gene. Motion passed 4-0. There were no January minutes for approval as the January meeting was cancelled due to lack of quorum.

**Treasurer’s report:** Bette presented the current 2018 financials. Motion by Bette *“to approve the financial statement as of January 31, 2018 as emailed and presented by Bette Blinde”*. Second by Paula. Motion passes 4-0.

**Old Business:**

**VFA Grant:** Hugh will check in April 2018

**EI Pomar Grant:** Time permitting, Bette plans to look into

**DOLA Grant:** Money has been awarded and is available for construction costs.

**State Farm Grant:** Decision will be announced at the end of the first quarter 2018.

**Refinancing/USDA Loan/ Station 4 Upgrade-** Papers have been signed and the USDA has obligated \$1,800,000 for the project. Bette reported she has been talking to banks about construction loans: First National, Wells Fargo, Bank of the West. Gene suggested talking to Farmers. Bob will contact Gary Southwick. Best scenario would be if USDA would let us draft against the loan. The architect and engineer have had their contracts approved. A matrix needs to be created to evaluate contractors.

**New Business:**

**Call to Vote to Approve the Auditors Engagement Letter:** Bette motioned *“to sign the auditor’s letter of engagement”*. Second by Paula. Motion passed 4-0. Signed by Brett. The audit will cost around \$8,000-\$8,500.

**2018 Election update:** Paula reported that LeAnn Davis, Designated Election Official, attended training in January. She has recently posted “Call for Nominations” for the 2018 election in the Coloradoan, at Stations 1, 2 & 4, and on our website. March 2<sup>nd</sup> is the deadline for self nominations.

**2018 DOLA Filings:** Paula reported the 2018 Budget and 2018 Transparency Notice were filed and accepted in January by DOLA.

**Newsletter:** Bette presented a draft of the February 2018 Newsletter. She asked those present to look over it for corrections so that it could be printed and mailed this week.

**Announcements:** Next month there will be a Pension Board meeting prior to the regular meeting of the board at 6:30.

**Reports:**

**Chief:** Chief Collins reported that there had been 4 **calls** in December, **2 calls** in January. Mike Everett has agreed to be the **new EMT coordinator**. Station 2's **base radio** will be converted to 800Mhz when the weather is nicer. He has been working with **Image Trend** (EMS reporting software meeting new state requirements) to fix bugs in the system. Chief Collins reported that run reporting has transitioned from Fire Programs to **Wildfire**, a less expensive reporting program. It does not affect run reporting by the department, only those reports sent to the state by him. He signed the yearly **mutual aid agreement** with PFA and signed the contract for the continued **lease of T321**. He has written a **letter of support** for UCHealth for an additional ambulance in Wellington. Upper Poudre Canyon and Peacemakers have ordered and will donate **three hotsticks** to the department. Upper Canyon EMT's will be attending the **EMS conference** on Saturday. He plans to send out the **clothing order** forms by March 1. Department cost will be around \$750.

**EMS:** No report

**Station 1:** Hugh reported that E611 is back from electrical repairs, but now has a slow water leak. He installed a tailgate on Squad 3.

**Station 2:** Bob reported the station is short on volunteers. The tender needs repairs, and the snow blower is leaking gas.

**Station 3:** We have a spare 800Mhz for E622. The new game warden will be included in our wildland refresher course and has access to Station 2. The building is being heated.

**Station 4:** Paula noted the door lock got a new battery.

**Building Committee:** No report

**CLPFEG:** Bette did not provide the financials but reported they have close to \$30,000.

**Meeting Adjourned** at 7:41pm. Motion to adjourn by Paula, second by Gene. Motion passed 4-0

**Next Meetings:** March 14- Lower Canyon      April 11 – Upper Canyon