

Minutes of the Regular Meeting  
of the Board of Directors of the  
Poudre Canyon Fire Protection District

October 12, 2022

A regular meeting of the Board of Directors (the “Board”) of the Poudre Canyon Fire Protection District (the “District”) was held on Wednesday, October 12, 2022, at 7:00 p.m., at the Upper Poudre Canyon Community Center located at 33689 Poudre Canyon Highway, Bellvue, Colorado.

Present at the meeting were directors: Gene Mericle, Boots Jaffee, Bette Blinde and Dave Bliss. Director York was excused. Chief Hugh Collins and Paula Collins were also in attendance. Paula Collins acted as Secretary in Director York’s absence.

Minutes from the regular meeting held on September 14, 2022, previously submitted to the Board for consideration, were approved as corrected.

The Treasurer’s report was then provided by Director Blinde. Property tax income and expenses were discussed.

**Unfinished Business:**

First, Director Blinde reported that she has not yet been contacted by FEMA regarding our application for grant monies for a new Ambulance at Station 1.

Next, Director Blinde reported on the Chipper Grant. There is about \$20,000 left to spend. Due to previous board approval of providing reimbursement to homeowners: a sum of half of the expense paid for tree removal cost up to \$1,000, Director Blinde proposed a mitigation pilot program that might exceed that limit by mitigating a small neighborhood all at once. Homeowner Ken Williams will be asked to get an estimate for the costs involved to mitigate the area.

Additionally, mitigation hours from homeowners are still needed to be recorded and submitted to help pay off our portion of the Chipper Grant. Before and after pictures of mitigation efforts are encouraged to be included.

Upon motion duly made and seconded, it was

RESOLVED, that remaining Chipper Grant mitigation money not be limited to a \$1,000 limit and can be used to fund a neighborhood pilot program.

Then, Director Blinde asked for the Board's approval to submit a 50% match mitigation grant to the Colorado State Forest Service due October 19. Our acceptance of the grant would depend upon securing a second grant to cover our portion of the match. Discussion followed. Grants for reforestation will also be available in the future.

Upon motion duly made and seconded, it was

RESOLVED, that Director Blinde has approval of the Board to submit an application for a Colorado State Forest Service mitigation grant.

Thereafter, Director Blinde reported that our attorney at Lyons Gaddis advised the Board to not sign the proposed Sublease Agreement from Old Poudre City, Inc. (OPCI). Discussion followed. It was decided that OPCI be advised of the decision through the attorney's office.

Upon motion duly made and seconded, it was

RESOLVED, that Director Blinde contact the District's attorney at Lyons Gaddis requesting a letter be drafted to OPCI advising OPCI that the District would not be entering into the proposed Sublease Agreement.

Next, Director Bliss provided the minutes from the latest Upper Poudre Canyon Community Building Committee meeting which he was unable to attend. Discussion followed concerning the relationship and concerns with the Board and the Committee. No action was taken.

Then, Director Blinde reported on the new website and asked for paragraphs from the Board describing the various areas in the canyon: Poudre Park, Spencer Heights, Rustic, etc., to promote businesses, community interest and awareness of opportunities in the area.

Thereafter, Director Blinde reported that the Restated Bylaws were reviewed by the District's attorney at Lyons Gaddis following the September meeting. Director Blinde passed out sample bylaws the attorney suggested we follow which

are in layman terms and follow more closely our old bylaws. However, not all items fit our needs and these bylaws will also need revisions. Director Blinde asked the Board to examine these bylaws and get back to her within two weeks with suggestions.

Then, Director Blinde reported on her meeting with Max Erickson concerning the needed update of our Community Wildfire Protection Plan (CWPP). Mr. Erickson advised the need for a key “core team” suggesting the team be composed of himself (Max), Derrick Rosenquist (who worked on Glacier View and Crystal Lakes’ CWPP plans), Chief Collins and Director Blinde. Discussion followed.

Upon motion duly made and seconded, it was

RESOLVED, that the Board approves moving forward with updating the District’s CWPP beginning with the formation of a “core team” to meet and lay out the procedures which would bring the District’s current plan up-to-date in a cost-effective manner.

Next, Director Blinde passed out and reviewed with the Board the proposed 2023 budget, which includes a three-year comparison. Discussion followed.

Following the Board’s approval of the proposed budget for 2023, the proposed budget will be posted at all fire stations, on the District’s website and in a local newspaper. A public meeting will be held on November 9, 2022 at 6:30 pm at the Lower Canyon Community Center located at 10234 Poudre Canyon Highway, Bellvue, Colorado, for public discussion concerning the proposed budget for 2023. Notice of the public meeting will be provided as prescribed by law.

Upon motion duly made and seconded, it was

RESOLVED, that the Board approves the proposed budget for 2023 as presented by Director Blinde and that the proposed budget will be to posted at all District Fire Stations, on the District’s website and in a local newspaper. Notice of the public meeting to discuss the proposed budget will be provided as prescribed by law.

## **New Business:**

Chief Collins reported that he was asked to pick a couple of possible dates for the 2023 department appreciation dinner. The dates he chose were November 19 or December 3.

Then, Director Blinde announced that Greg Venette has offered to help write articles for the next district newsletter. The Board discussed ideas for news articles which include: mitigation efforts and the need for documentation and grant efforts, history of building use, new member profiles, future plans and the article Greg wrote about the new ambulance for the county.

Then, Director Blinde asked the Board about approaching CLPFEG for approximately \$35,000 for a stand-alone 22KW generator for Station 2. Chief Collins will ask Collins Communication for a current price. Discussion followed.

Upon motion duly made and seconded, it was

RESOLVED, that Director Blinde request from CLPFEG the approximate amount of \$35,000 to purchase a 22KW stand-alone generator for Station 2.

Thereafter, Chief Collins reported that one of the District's EMRs, Daniel (DJ) Albano would like to obtain his EMT certification with a scholarship from the District costing close to \$2000. Discussion followed.

Upon motion duly made and seconded, it was

RESOLVED, that the District will fund a scholarship for Daniel (DJ) Albano to obtain his EMT certification in the approximate amount of \$2,000.

## **Additional Reports:**

Chief's report:

1. 7 Calls in September
2. New bunker coats and pants on order
3. New Bunker Gloves on order
4. New Cowles on order
5. New Helmets and SCBA on order

6. Working on boot sizing
7. \$900 to put "Poudre Canyon" on jackets.
8. Replaced batteries on E241
9. E641 to Beck's on 11/1 for transfer case overhaul
10. Updating some of our rope rescue equipment
11. DJ Albano has asked about EMT Training
12. Auto extrication class set for 10/22 at Station 4
13. Low angle rope rescue class set for 11/5 at Station 2
14. State Inspection for T321 set for 10/18 at 1330 Station 2
15. Kitchen counter back splash installed at Station 4

Station 1: Director Jaffee reported that the battery on the CAFS unit compressor is not staying charged. Need to replace scene lights.

Station 2: No report.

Station 3: No report.

Station 4: The back splash is installed, the last item on the punch list.

Director Blinde then confirmed that each member of the Board had received CLPFEG's October financials. It was noted that the check for \$98,000 sent to reduce the principal on the USDA loan had not yet been cashed, but she was assured by the USDA that it was received, is being processed, and will reflect payment from when it was received on September 9.

#### **Next Meeting:**

The next meeting of the Board will be held on November 9, 2022, at the Lower Poudre Canyon Community Center located at 10234 Poudre Canyon Highway, Bellvue, Colorado beginning at 7:00 p.m. preceded by a Public Meeting at 6:30pm to discuss the 2023 proposed budget.

There being no further business to come before the meeting, the meeting was adjourned at 9:00 pm.

/s/ Paula Collins  
Paula Collins, Acting Secretary