

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

September 14, 2022

A regular meeting of the Board of Directors (the “Board”) of the Poudre Canyon Fire Protection District (the “District”) was held on Wednesday, September 14, 2022, at 7:05 p.m., at the Lower Canyon Community Center located at 10230 Poudre Canyon Highway, Bellvue, Colorado.

Present at the meeting were directors: Boots Jaffee, Bette Blinde, Cheryl York and Dave Bliss. Director Gene Mericle was present by telephone. Chief Hugh Collins and Paula Collins were also in attendance.

Minutes from the regular meeting held on August 10, 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. It was noted that no payment has been made on the buildings as yet. Discussion followed.

Next, Director York reported that a thank you note was sent to Gerald Isaacson (\$500) and the Isaacson Family Investment LLLP (\$500.00).

Unfinished Business:

Thereafter, Director Blinde reported that she had contacted FEMA regarding the grant (Ambulance at Station 1). The District will receive an email from FEMA as to when the grant will be made.

Director Blinde then reported on the Chipper Grant. It will be necessary to obtain more hours in before we can submit another claim to the Forest Service. It was also noted that the Forest Service previously sent a check in an incorrect amount. A new check was issued and has been received in the correct amount (\$5,000).

Next, discussion followed regarding the recently received Sublease Agreement from Old Poudre City, Inc. (copy attached).

Upon motion duly made and seconded, it was

RESOLVED, that the Sublease Agreement from Old Poudre City, Inc. be sent to the District's attorney at Lyons and Gaddis for review.

Thereafter, discussion followed regarding the requested receipt of a list of community members who have a key to the community center at Station 2. Director Bliss advised the Board that although the request was made to Old Poudre City, Inc., no such list will be provided. Discussion followed.

Then, Director Blinde discussed some of the items she would like to include in the move to a new website service. In this regard, Director Blinde discussed the inclusion of run reports, meeting agendas and minutes. Discussion followed.

Next, Director York asked the Board for permission to submit the current draft of the Restated Bylaws to the District's attorney at Lyons and Gaddis for review.

Upon motion duly made and seconded, it was

RESOLVED, that the current draft of the Restated Bylaws be sent to the District's attorney at Lyons and Gaddis for review.

New Business:

Then, Director Blinde provided a detailed review of a table reflecting the difference between the 2022 budget versus actual expenditures and the proposed budget for 2023. Discussion followed.

Thereafter, Director Blinde explained the need for the District's Community Wildfire Protection Plan to be updated. Director Blinde also provided materials from Ember Alliance, a company that provides community wildfire planning services and also provided copies of the District's current plan, both for the Board's review and input. Next steps will include planning meetings with the community and contacting Ember Alliance to obtain a quote for services. It was noted that the Forest Service will be introducing their new plan on how they will be fighting fires at a meeting in Red Feather Lakes. Director Bliss was asked to provide an update of maps for the Spencer Heights portion of the District's current plan. Discussion followed.

Next, the Board discussed the SDA - FAMLI newsletter and related information about Colorado's FAMLI program. It was pointed out that although the District does not have employees, the District must formally opt out of Colorado's FAMLI program on or before January 1, 2023. Director York will provide the required notification to the Colorado Division of Labor and Employment's Family and Medical Leave Insurance Program (FAMLI) prior to January 1, 2023.

Additional Reports:

Chief Collins reported there were 8 calls in August.

Chief Collins also reported that:

- (1) Thirty-five (35) new bunker gear sets will be provided to the District, with a March 2023 delivery;
- (2) The repeater has been repaired at Station 2;
- (3) Six new pagers were purchased;
- (4) A quote for video recorders came in at just over \$7,000. Chief Collins has asked Dan Bond if he would be interested in doing the installation work;
- (5) The District will be going to LED lighting to fill trucks (lights around); also, getting a quote to replace lights over the fuel tank at Station 2;
- (6) A maintenance kit has been ordered for Station 4's generator;
- (7) Revised SOP's will be uploaded on the new website;
- (8) Materials have been purchased for the backsplash in Station 4's kitchen;
- (9) RidX and furnace filters have been purchased for the community center at Station 2.

Thereafter, the EMS report provided by Amy Maddox was reported by Chief Collins. Five people will be attending the EMS conference at Keystone in November. Three or four people may attend the online conference.

Station 1: No report.

Station 2: See above.

Station 3: No report.

Station 4: See above.

Director Blinde confirmed that each member of the Board had received CLPFEG's September financials. There were no questions concerning the financials.

Then, Director Bliss asked Chief Collins about the maintenance of the exercise room above Station 2's community center and whether there was a key to the exercise room. Chief Collins advised that Jim Ferguson has the keys. Discussion followed.

Next Meeting:

The next meeting of the Board will be held on October 12, 2022, at the Upper Canyon Community Center located at 33689 Poudre Canyon Highway, Bellvue, Colorado beginning at 7:00 p.m.

There being no further business to come before the meeting, the meeting was adjourned.

/s/ Cheryl York
Cheryl York, Secretary