

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

August 9, 2023 - 7:00 pm Upper Canyon

Call to Order: The meeting was called to order by President Pat Conway at 7:04 pm. Additionally, Directors Bette Blinde, Paul McGraw and David Bliss were present. Director Bryan Maddox was present via internet (until it malfunctioned.) Additionally, Chief Hugh Collins and 14 community members were present.

Minutes Approval: Last month's minutes were read by Paul McGraw. A spelling correction was needed, ("Bryan" not "Brain") Motion made by Pat *"to accept the March 8, 2023 regular meeting minutes as presented with the spelling correction"*. Second by Bette. Motion passed 5-0. After reading the minutes, and the proposed correction was stated, Paul McGraw resigned as Secretary for the Board.

Treasurer's report: Current financials were presented by Treasurer Bette Blinde. Motion by Pat *"to accept the financial report for 2023, as of August 6, as emailed and presented by Bette Blinde"*. Second by Dave. Motion passes. 5-0. She reported that the loan payment of \$70,245 will be paid this month.

Unfinished Business:

Insurance review report- No report given.

Accounts reconciliation- Pat reported he had reconciled 2 more months of financial records and said all looks good.

Streamline update- Bryan reported he will get together with Bette next week to contact Streamline to get things moving forward. Bette is currently keeping both websites active.

Aerial ball placement – Andy Collins hopes to mark poles this week for aerial ball placement according to Chief Collins.

Executive Session- Board met in executive session (July 31) and is wanting community feedback before another executive session is held. (See below under new business)

Robert's Rules of Order - Discussion on whether or not to read the minutes and financials out loud at board meetings. Motion by Pat: "we will no longer will read (orally) the minutes from the past meetings at the current meetings, the board will review them and get to a point where we will accept them online, and after we have accepted them we will print them out so that there will be copies available when you come to the meetings, The minutes and the financial reports." Seconded by Bette but not passed (2-2, as Bryan's internet connection failed.) More discussion wanted by Dave. Motion by Dave to amend previous motion to include to have copies of the proposed minutes (that have been read and corrected/accepted by the board members prior to the board meeting) available to the public (visitors attending) prior to the meeting and allow the folks in the audience comment at some point. Pat suggested a plan where board members take turns printing these documents and arriving 15 to 20 minutes early to the meeting to hand them to anyone who comes to the meeting and wants to read the minutes. Dave seconded. Passed 4-0.

New Business:

Budget: Bette passed out last year's budget and the projected budget projected for 2023. She commented that "operations" and "legal" will need to be increased as are already over budget this year and we will need to take that into consideration for next year's budget. She asked the board to review the documents and be prepared for discussion at the next meeting. Pat asked Hugh to provide a list of upcoming expenses.

Community Wildfire Defense Grant - Bette reported there is grant money available to fund homeowners for mitigation work on their properties. After discussion, questions, and an update on the community wildfire ambassador's program, Bette moved: "to apply for this grant." Second by Pat. Passes 4-0.

AI to transcribe minutes- Bette has been playing with a with Chat GPT program that will transcribe a voice recording to text. There is a format where it will summarize the information into a "minutes" format also. She will try using it on this month's minutes to see how well it works and if it would save time for the secretary. Tabled until next month.

Wildfire ambassadors I-Pad procurement- Bette explained that the Ambassadors will be needing I Pads when assessing participating homeowner's property for mitigation opportunities. Three iPads (\$3000 total) are needed for use during these assessments and to generate reports. Bette asked if the board would approve of asking CLPFEG to fund these. The iPads will also be available for use with the drone and in the emergency responding vehicles for maps and pertinent information about properties ie. location of propane tanks, electric shut-offs and septic fields. Bette motioned: *to ask CLPFEG for funding for 3 iPads.* Second by Pat. Passes 4-0.

Community Building usage public comment discussion – The Board is wanting feedback about the building and how it gets used. We should hear from the community representatives about how their groups use the Station 2 community center and their concerns before the board has their next executive session concerning the signing of a lease with OPCI. They would like a representative from the entities that use the building to have 5 minutes to express their concerns. Meetings will be at the Upper Canyon Community Center motion by Bette: to have all board meetings in the upper canyon while the Lower Poudre Canyon Community Center is under construction. Second by Pat. Passed 4-0. Dave took time to express appreciation to the people of the community.

Notice from Assessor- Bette passed out copies of a proposed ballot initiative she received from the county assessor. Discussion about what effect it might have on taxpayers and the fire district. Check the assessor's website for more information.

LETA: Chief Collins presented the board with an amendment to our intergovernmental agreement with Larimer Emergency Telephone Authority (LETA). The amendment would add Jackson County (Walden) under LETA's umbrella for 911 services. Bette moved "to sign the amendment to the LETA agreement that adds Jackson County to their territory". Second by Pat. Passed 4-0.

Point of order: Chief Collins pointed out the board is required to have a Secretary. After discussion, the issue was tabled to the next meeting. Question was asked, "Who will write this meeting's minutes?" Discussion followed. Paula Collins offered to write up tonight's minutes and send it to the board members for review and approval.

Public Comment:

Sue Schneider - Would like to see more of a breakdown of the budget items.

Ron Lonneman- CLPFEG president, asked the fire board president to make a written formal request for any CLPFEG funding.

Reports:

Chief's Report: Chief Collins reported that we had 17 calls July. He and Bette met with T-Mobile regarding text via satellite by the end of the year. Discounts are offered for first responders. He is still lacking one pair of boots from the bunker boot order. The turbo and fan shroud have been repaired on E641. Station 4 garage door still needs repair. He is working with Greg and Curtis on new scene lighting for trucks. He repaired the back-up camera on Rescue 1. LETA has installed WiFi calling signs at Stations 1 & 2 (big blue ones). Chief Collins is working on an application for additional PPE from the state for 5 sets of bunker gear and 10 sets of wildland gear. Larimer County Emergency Management (LCEM) will be providing additional "shelter in place" supplies for Stations 2 & 4 for use in emergencies.

EMS: No report

Station 1: All cleaned up after monthly training.

Station 2: Community Fair this weekend. We will be cleaning and setting up on Friday.

Stations 3: Andy is in the process of building bunker gear rack.

Station 4: Garage door not yet fixed, new parts are still on order. Livermore will not be storing a truck in the empty bay after all. Hugh plans to store the generator at Station 4.

CLPFEG: CLPFEG financials were presented by Director Blinde.

Adjournment: Meeting adjourned at 8:35pm. Motion by Pat, second by Bette. Passes 4-0

Next meeting: September 13th, 7:00 **Upper** Canyon Community Center.

Respectfully Submitted,

Paula Collins