

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

March 8, 2023 - 7:00 pm Lower Canyon

**Call to Order:** The meeting was called to order by President Gene Mericle at 7:02 pm. Additionally, Directors Bette Blinde, David Bliss and Boots Jaffee were present. The board currently has one vacancy due to Director Cheryl York's resignation in January and the cancellation of the February meeting. Paula Collins was asked to record the minutes for the meeting. Additionally, Chief Hugh Collins and guests: Dan Bond, Paul McGraw, Amy Maddox and Bryan Maddox were present.

**Minutes Approval:** Motion made by Boots "to accept the January 11, 2023 regular meeting minutes as emailed by Cheryl York with the correction of the name, Marci "White" not Smith". Second by Boots. Second by Dave. Motion passed 4-0.

**Treasurer's report:** Current financials were presented by Treasurer Bette Blinde. Motion by Bette "to approve the financial statement for February 2023, as emailed and presented by Bette Blinde". Second by Gene. Motion passes.

**Unfinished Business:**

**Grants:**

**Chipper Grant** – This is the only outstanding grant at this time. Once chipping activity begins, documentation will again be needed. We have approximately \$18,000 left to spend from this grant for tree removal. Our in-kind match has been covered.

**Old Poudre City:** Bette reported the attorney had nothing to report.

**Election:** Paula, Designated Election Official, answered questions about the progress of the election process and how she understood it would work as a mail ballot. Her concern is how non-residents will be made aware that they will have to ask for a mail ballot request, when many do not read the Coloradoan (for legal notices.) Registered Colorado PCFPD resident voters will get ballots mailed from the clerk's list. Non-residents may have to contact the DEO (Paula) to get a mail ballot request. She will have office hours on Saturdays before the election, have them available, on election day, and by mail if necessary. Station #4 is designated as our DEO office. Gene then took the time to thank the candidates that were attending the meeting for taking time to attend and gave them a chance to introduce themselves to the group. Later in the meeting, Paula added that election results could not be canvassed until after May 10<sup>th</sup>, and we should consider delaying our May Directors' meeting by a week. Motion by Gene, second by Bette "to move the May 10<sup>th</sup> meeting to May 17, 2023."

**Security Cameras:** Chief Collins updated the board about the security cameras for Stations #1, 2, 3 and 4. All the cameras have been installed as of this week, and he offered the log in information to those interested. He hopes with more people checking on the cameras, the security will be even greater. Bryan Maddox then updated the group about the arrests of 6 individuals in connection with robberies in the canyon, both in upper and lower canyon areas. Chief Collins then reported he is getting a price quote for a thumb print access control system for Station 2 Community Center.

**CWPP- Community Wildfire Protection Plan-** Director Blinde updated the group on the current CWPP plan she is working on for the District. She coordinated the three community information meetings and now has 116 pages written. She has a list of maps she wants to add to the plan and Director Mericle offered to help with those pages. Chief Collins commented that her efforts are saving the PCFPD \$40,000 by not using the Ember Alliance to do the research and updates. The target goal for completion is sometime in April to be ready when grant opportunities become available in May.

**New Business:**

**Newsletter:** Board discussed newsletter ideas for articles for the upcoming spring newsletter. Paula volunteered to write one on the "May 2023 Election". Other ideas suggested were about the chipper grant, new video surveillance, and CWPP.

**Candidate Information (on website)-** Discussion on allowing candidates running for the 2023 election to be able to post a biography on the PCFPD website. Motion by Blinde and second by Bliss “to allow 2023 candidates to be given the opportunity to post their bios on the District website to help voters know who is running for office”. Gene will set the guidelines (word count, photo, recommended content...) and contact the candidates.

**Amend Election Resolution-** DEO Paula, recommended that the board amend the election resolution from the December 2022 board minutes. At that time, we stated Directors Blinde, Mericle and Jaffee were up for re-election and there would be three 4-year term seats available on the ballot. In January, director York submitted her resignation and an additional two-year term seat became available and it was recommended by SDA to amend the previous resolution to reflect the change adding the two-year term. (see attachment below) The Call for Nominations was correct as published.

**Appoint New Board Member** –Board decided it was logical to appoint Bryan Maddox to fill the vacancy left by Director York since he is running unopposed for the two-year term in the May election. Motion by Bette, second by Gene “to appoint Bryan Maddox to fill the vacancy on the board until the May election” Motion passes.

**Back-up Generator for Station 1-** He presented a quote for installing a similar generator at Station 1 for \$17,500. Due to county regulations, the Lower Canyon Community Center will be required to have their own backup generator. Their cost for a larger generator is estimated to be around \$23,000 if they keep their electric stoves and want “mini-splits”. Motion by Bette, and seconded “to approve the project and to ask CLPFEG for funding of a Station 1 backup generator”. Motion passes.

## **Other Business**

### **Reports:**

**Chief’s Report:** Chief Collins reported that we had 1 call in February and reported that the new generator at Station 2 has been installed and operating as it should be. The new bunker coats have arrived again. This time with “POUDRE CANYON” on the back. The wildland helmets, structure helmets and gloves of various sizes are here. The bunker boot guy has still not come to size fit firefighters. He is waiting for better weather for the installation of base station antennae at Station1 & Station 4. He is getting a quote for thumb print electronic access for Station 2 and he purchased a locking mailbox for Station 4 that will be secure for election ballot delivery and is in the process of mounting it.

**EMS:** Amy reported that many changes are happening with EMS reporting, and that CPR training will now require “feed-back” mannequins for depth and speed. Chief Collins offered to check with the other rural districts to see if they would be interested in a group grant to purchase perhaps a dozen CPR mannequins, babies, and training AEDs to share among the departments when they have CPR training. He offered to submit the grant, and Amy will provide pricing information.

**Station 1:** Tony took E611 to town this week for two new Batteries but the batteries are fine just the tender needs replacing. Tony will order the new one. DJ has offered to install it. The gas leak at Station 1 was fixed last month. FOCO Heating and Air had to replace a control valve on one of the tube heaters. The electrical problem was also fixed, but the location of the replacement hose reel is problematic.

**Station 2:** Chief Collins reported that Tuesday the furnace heater was not working in the Community Center Curtiss and Paul were able to get it running again. Hugh ordered a replacement pressure switch to have on hand in case of repeated failure. E621 has a leak in the level sender. The plan is to replace it with a sight tube.

**Stations 3 & 4:** Nothing more to report

**Building Committee (Station2):** Paul McGraw and Dave Bliss agreed the building committee would reimburse the fire department for the cost of the pressure switch and asked for a copy of the bill.

**CLPFEG:** CLPFEG financials were presented by Director Blinde.

**Adjournment:** Meeting adjourned at 8:25 pm. Motion by Bette, second by Boots. Passes 5-0.

*Amended*

RESOLUTION OF THE  
POUDRE CANYON FIRE PROTECTION DISTRICT  
CALLING FOR THE 2023 REGULAR DISTRICT ELECTION AND APPOINTING A  
DESIGNATED ELECTION OFFICIAL

**WHEREAS**, the District is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Article 1, C.R.S., and

**WHEREAS**, the terms of office of Directors Gene Mericle, Bette Blinde and Leonard (Boots) Jaffee shall expire after their successors are elected at the regular Special District Election to be held on May 2, 2023 ("Election") and have taken office, and *the resignation of Cheryl York, a director elected May 2022, for a 3-year term, and*

**WHEREAS**, in accordance with the provisions of the Special District Act (the "Act") and the Colorado Local Government Election Code (the "Code") (the Act and the Code being referred to jointly as the "Election Laws"), the Election must be conducted to elect (3) directors to serve a term of four (4) years pursuant to Section 1.13.5-111, C.R.S., and *one (1) director to serve a term of two years*

**NOW, THEREFORE**, be it resolved by the Board of the District in the County of Larimer, State of Colorado, that:

1. The regular election of the eligible electors of the District shall be held on May 2, 2023 between the hours of 7:00 a.m. and 7:00 p.m. pursuant to and in accordance with the Election Laws, and other applicable laws. At that time, three (3) directors will be elected to serve a four-year term, and *one director will be elected to serve a two-year term.*
2. The Election shall be conducted as a mail ballot election in accordance with all relevant provisions of the Election Laws. The Designated Election Official ("DEO") shall prepare the Plan for conducting the mail ballot Election. There shall be no election precinct or polling place. All mail ballots shall be returned to the DEO at the address(es) designated in the Mail Ballot Plan.
3. The Board of Directors hereby designates Paula Collins as the DEO for the conduct of the Election on behalf of the District and she is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and of the Election Laws or other applicable laws. Among other matters, the DEO shall publish the call for nominations, appoint election judges as necessary, appoint the Canvass Board, arrange for the required notices of election, printing of ballots, and direct that all other appropriate actions be accomplished.