

LA VETA FIRE PROTECTION DISTRICT
Cuchara Fire Station

MINUTES

July 14, 2016
6:00 P.M.

Present: Directors Littlefield, White, Nielsen, Shrout and Heikes were in attendance.
Staff: EMS Director Schmidt, Asst. Fire Chief Mower, District Secretary Pezze and WMS Manager Jake Thomsen.
Guests: Cheryle Johnston, Jim Berg, Mark Brunner, Kim DeTray, Shawn DeTray, and Greg Woods. Ernie Garcia, Louis Nazario, and Steve Larson from H.W. Houston Construction Co. were in attendance through the initial portion of the meeting.

Call to Order

The meeting was called to order, the Pledge of Allegiance was given and Director Littlefield welcomed all those in attendance.

Minutes

MSA: * Minutes of the June 9, 2016 regular meeting were approved as presented.

Public Comments

At Jim Berg's request, Asst. Fire Chief Mower explained the procedure the Huerfano County Commissioners use in declaring Burn Ban stages. Huerfano County is currently in a Stage 2 Burn Ban.

Cheryle Johnston from the LVFPD Auxiliary advised that the Auxiliary is hosting a fundraiser on August 6, 2016 at the Cuchara Community Center. The "Song of Pueblo" production will be presented for the public.

Correspondence

A thank you card was read from a resident expressing her appreciation to the EMS Dept. for their service.

The quarterly report from C.R.G., in regard to the La Veta Oil contamination, was reviewed and no Board action is needed at this time.

Treasurer's Report

MSA: The Treasurer's Report and payments for the July 14, 2016 meeting were presented and approved. The USDA REDLG loan through San Isabel Electric Association should close in the near future. The interest free, 10-year note for \$300,00.00 will be used to pay down the Fowler State Bank loan.

New Station Report

Steve Larson from H.W. Houston Construction advised that the final punch list items should be finished on July 15. The fire alarm panel is still not complete and requires a special relay module. There are also two bad ballasts in the exterior lights that need to be replaced. There are issues with the large exterior lights and the smaller LED lights over the four man doors are not working properly. Pueblo Electric will return during night hours to look at the man door light problems. It is crucial that these work properly as they will be the main night time lights for the entry doors. The large exterior lights will be used on an "as needed" basis only, as promised to the neighbors residing to the east of the Station. It was recommended that all key operations members meet with Pueblo Electric at that time for operations instructions. The operations manuals and schematics will be delivered at a later time. Move in was conducted on July 9th and all went well. Director Heikes coordinated the delivery and leveling of the roto millings around the east, north and west perimeters of the Station.

Louis Nazario inquired about the Board's intentions on liquidated damages and stated that H.W. Houston Const. was against liquidated damages from the start of the project. He feels that the District has not suffered any actual damages or loss by the exorbitantly late completion of the Station. He feels that Houston has come through with their best effort but, unfortunately, had chosen some ineffective sub-contractors for portions of the project which extended the completion date. Ernie Garcia gave examples of items that Houston completed, at their own expense, but that were not included on the plans. Director Littlefield asked Ernie to send an email to the Directors with a total list of those items.

***MSA = Moved, Seconded and Approved (unanimously unless otherwise indicated).**

Mark Brunner advised that he and Asst. Chief Mower will be working on the radio system and antennas, the public address siren, the air systems for the trucks, and the hose reel drops. He and Eddie Ray will work on the audio visual systems in the operations room and installation of the SCBA fill station also remains to be completed. The lighting control training also needs to be resolved.

Director Littlefield stated that Greg Woods has volunteered to help with the facilities manager position. Asst. Chief Mower has taken on the responsibility of District radio communications.

Director ShROUT presented a copy of the "LVFPD" vinyl lettering to be placed on the West side of the new Station. The cost for the 22" vinyl letters is \$593.00 and does not include installation. A quote from Paul Newman was also presented for approximately \$500.00 and it did include installation. The District will need to provide a lift for the installation. The Board assigned EMS Director Schmidt and Sec. Pezze to secure the Station lettering.

Wildfire Mitigation Service (WMS) Report

Jake Thomsen presented the Wildfire Mitigation Service report and a copy of that report is attached to these minutes.

MSA: The Board approved the purchase of 11 pair of pants, 12 long-sleeved T shirts, 13 short-sleeved T shirts, and 8 hoodies for the mitigation crew and supervisors for a cost of \$900.00 plus screen printing not to exceed a total of \$1,200.00.

WMS Manager Thomsen will determine if the expense can be covered under the FEMA-DNR mitigation grant.

MSA: The Board approved Tucker ShROUT as a mitigation crew member and approved his wage of \$12.00 per hour.

Jake will attend the Majors Ranch Property Owners Assoc. meeting and provide a FireWise and defensible space presentation.

EMS Director Report

- 1) 18 EMS runs with 12 patients transported and 2 patient refusals in May, 2016.
- 2) EMS Training with Jeff Torr on pediatrics.
- 3) Desks, office equipment cleaned and EMS moved into new Station on July 9th.
- 4) Received a donation of 26 pocket knives for volunteers by Darlene & Joe Ellis of Silver Shoe, a new shop on Main Street.
- 5) Wayne Smith has made and donated a rolling coat / utility rack to the EMS Dept. for the new Station.
- 6) Darcy Saint Peter has passed EMT Intermediate testing and certification is pending.
- 7) High Plains has advised that they will be leaving the industry and LVFPD will have to find another electronic reporting program for Patient Care Reports (PCRs). High Plains will continue to operate for 18 months before terminating their service.
- 8) Requested that current Firefighter Robert Ryland, who is also on the mitigation crew, be added to the EMS roster.
- 9) John Mayfield's background checks came back clear and he assisted at the Music Fest and will be on standby at the Century Ride on August 6th.
- 10) The CDPHE grant for air bags and rescue equipment has been awarded and we are waiting for the purchase order to proceed.
- 11) Working on placement and maintenance on the Cuchara A.E.D.s.
- 12) Albert Encina has a remaining balance due of \$150.00 on the EMT class expense that he is obligated to repay.
- 13) Air conditioning in Rescue 2 (1999 Ford Amb.) is not working properly. Dave Mower is working with Wheeled Coach to resolve the issue and he will also talk to a Pueblo company that Director Heikes recommends.
- 14) Rescue 3 (1992 Chev. Amb.) needs siren repair and Dave Mower is also working on that repair.
- 15) Acquired and placed concrete curb stops in the Station behind Rescue 1 (2009 Dodge Amb.).

Fire Chief Report

Assistant Fire Chief Mower presented the Fire Chief's report in the absence of Chief DeTray.

- 1) 9 Fire calls in June: Structure fire (arson) on W. 2nd St. and 1 call back to that fire, 3 smoke reports, 2 smoke/carbon monoxide alarm activations, mutual aid call to the Mustang Fire (grass fire) east of Walsenburg and helped with mop-up on a second day.
- 2) 2 Fire Trainings in June. Wildland Hose packs and progressive hose lays with 16 firefighters and 1 Jr. firefighter and Incident Command and & Control with 8 firefighters. A third pack test was also conducted with 6 firefighters.
- 3) Working on new the Fire Station and have moved in and enjoying all the extra space.
- 4) Presented applications from Derek Sokoloski, new C.S.F.S. District Forester and Brendon Downing who desires to work on the mitigation crew.

- 5) Currently have the State leased, 3,000 gallon tender 6711 (1991 Ford) deployed to the Hayden Pass Fire with Lisa Lockamy and Robert Ryland manning it.
- 6) Huerfano County Fire Prot. Dist. will supply automatic mutual aid with another tender to LVFPD while 6711 is on deployment.
- 7) Working with personnel at Huerf. Cnty. Dispatch on radio communication issues, especially in the Cuchara area.
- 8) Have discovered that the donated, handheld VHF radios received last year are out of date and we need to upgrade those radios for State and Federal fire participation purposes. Asst. Chief Mower will look for grant funds to cover that expense.
- 9) Supplied information to Cheryle Johnston and Sec. Pezze who are applying to Anschutz Family Foundation for a grant for an \$8,484.00 gear extractor and Sec. Pezze who is applying to USDA Rural Development for a \$42,000.00 grant for a new SCBA compressor and fill station.

District Sec. Pezze advised that USDA has extended an invitation to apply for funding on a 75/25% match basis (\$31,500. USDA and \$10,500. LVFPD) for the \$42,000.00 SCBA compressor and fill station. A public meeting will be held on July 18, 2016 at 4:30 PM to allow the public an opportunity to speak to the application. Gary Hanisch is working on the attorney's letter that must accompany the application. A resolution was also presented that authorizes Director Littlefield to execute all USDA documents. Cheryle Johnston has advised that she will work on an El Pomar Grant application for \$10,500.00 for the LVFPD matching portion.

MSA: The Board approved signing Resolution 2016-07-01 authorizing Director Littlefield to sign all USDA Rural Development Grant application documents.

MSA: The Board approved purchasing new bunker gear for Asst. Chief Mower for a cost of \$1,820.00.

Old Business

The Illegal Drug and Alcohol policy was discussed briefly and Director Nielsen advised that new rules and laws are being drafted and processed at some level regarding drug testing. He feels we should wait and monitor this development.

Director Littlefield stated that the Facilities Manager agenda action item of splitting the facilities manager policy into two separate positions is now mute and needs to be removed from the agenda considering the addition of Greg Woods' volunteering to help with station operations, maintenance and upkeep. The construction phase is nearing completion and Asst. Chief Mower is handling communications.


Director White advised that he attended a meeting with Don Mercier, of the Huerfano County OEM, earlier in the day. Mercier stated that he will host another meeting with the three Huerfano County Fire Chiefs on July 27th. He feels that any land use proposals need to be reviewed and approved by the applicable Fire Chief along with the County personnel. This could tie into HB 16-1088 regarding fire protection district impact fees, development permits and capital facilities. Chief DeTray is to develop a fee schedule to be presented at the August Board meeting.

MSA: The Board approved retiring to executive session for negotiations per §24-6-402(4)(e), C.R.S. at 8:40 PM. The Board returned from executive session at 8:50. No Board action taken.

New Business

The Directors briefly discussed outside faucets. Director Littlefield stated he would like to see frost-free faucets installed on both the north and south sides of the new station. Director Heikes will research and address this request.

MSA: The meeting adjourned at 8:52.



 Shannon R. ShROUT, Secretary

**La Veta Fire Protection District
LVFPD HMGP Project Supervisor Monthly Report**

July 11, 2016

Report covers period: June 1, 2016 to June 30, 2016

-Met with 16 homeowners discussing mitigation on their specific property with them. Conducted numerous phone calls answering homeowner questions about fire mitigation on their specific lot and the program in general. Conducted 6 assessments with all anticipated to result in future contracts. Approximately an additional 6 have been sent information either via email, ground mail, or directed to online contract/information.

-Marking of more properties has continued. Some homeowners have wanted to be present for the walkthrough/markings. 74 properties are marked with 12 still needing marked. Many of the lots yet to be marked have been waiting for the homeowner to be present for marking.

-Total 88 signed contracts. 44 are FAL jobs, 42 are technical jobs open for bid, and 2 are new contracts received post RFP publication/announcement.

-FAL crew went through in-service training June 24th and began work June 27th. Work on 5 sites have been completed as of writing report.

-Currently, FAL crew consists of 4 members with a 5th pending interview and LVFPD Board approval.

-Scheduling of FAL crew and notifying homeowners of timeframe for beginning work on their property.

-Continued public recruitment of participation and have created fliers to distribute to businesses and individuals throughout the community.

-Discussing, researching, developing, and compiling reporting/documentation elements and tools for all monitoring and work performed.

-There has been much discussion, development, and finalization of elements needing to be included in the contractor in-service training.

-Have been learning how to use QGIS mapping program to create maps for this project.

-Main challenge this month has been making time to meet with homeowners to answer their mitigation questions while still performing other responsibilities of the position to meet deadlines. Good time management skills have been critical for ensuring timely completion of necessary tasks.

-Future outlook includes further completion of FAL contracts, documentation and invoicing of completed FAL contracts. Qualified contractors will be going through the in-service orientation and monitoring of work being completed by bidding contractors. Will continue recruitment of homeowners for participation in the grant.

LVFPD WMS GM Monthly Report

June 2016

-Have completed 2 straight pay contracts that have totaled 4 days of work. Both projects have invoiced and payment has been received for both contracts.

-Crew has spent much time working in Black Hole on the Spanish Peaks Shaded Fuel Break grant. Have conceptualized a final plan for this phase of the Black Hole project with Mark Loveall. The project boundaries have been identified and marked. Right now the crew has worked 107 hours on this project. First round of invoicing has been sent to Panadero POA as well as CSFS for the cost share reimbursement. Final plan includes utilizing a masticator to process slash piles, however, still need to work out details with Mark Loveall on invoicing and implementation of that process. Have used \$8,423.36 of the \$16,000 (included cost share) of the Spanish Peaks Shaded Fuel Break up to this point.

-Bend Creek Grant Project has \$1391.58 left to utilize as of the end of June.

-Have one contract for D-space maintenance work with another one pending.

-Received another application from a Brenden Downing. Would like to approve him for joining the mitigation crew pending results of a formal interview.

-Received a price quote for uniforms for the crew as follows:

Carhart brown duck double front pants 11 pair B01-BRN PRICE: \$31.25 x11=\$343.75

Heavy duty long-sleeved navy blue T shirts 12 pair K126-NVY PRICE: \$13.25 x12=\$159.00

Heavy duty short sleeved navy blue T shirts 13 pair K87-NVY PRICE: \$10.95 x13=\$142.35

Heavy duty Navy blue pullover hoodies 8 pair 100615-472 PRICE: \$31.25 x8=\$250.00

Grand Total: \$895.10

-Will be looking to finish up the Spanish Peaks Shaded Fuel break in the next 2 months. Continue solicitation of fire mitigation within our district. Have accumulated some piles to burn this coming winter from one contract.