



Oak Creek Fire Protection District Special Board Meeting Minutes April 11 2023

Call to order

A meeting of Oak Creek Fire Protection District was held at 131 E Main Street Oak Creek CO on April 11, 2023

Attendees

Attendees included David Wolfson, President; Nick Kuchulis, Vice President; Tim Vander Graaf, Treasurer; Mike Kellner, Member, Mike Roach, Member.

Members not in attendance

Members not in attendance included: none

Approval of minutes

The minutes of the following meetings were reviewed and approved:

March 14 2023

Financial Review

Karrie Littman presented the Board with the current Financial Statements and reported that the actuals to budget has some line item over and some under but in the end the purchase of the ladder truck for \$45,000 makes up a majority of the deficit, and the District should not have to tap into the Colo Trust reserves since the tax distributions have begun with the latest of \$55,000 on April 10th. The Board asked a couple of questions and asked for a couple of reclassifications and Karrie said those would be done.

Chief Glauthier and Karrie explained the EMS billing process and explained the auditor's requests to have the old and uncollectable debt written off the books. There was discussion and it was moved and approved to write the amount recommended by the AMS Billing Solutions- \$32,276.84. This is a majority of the 180 days past due.

Election Update

Karrie reported that all the posting and publication that are required by statute has been completed. At the next meeting the oaths will be administered to the four board members that will begin their tenure.

Fire Camp- Project Manager Hiring

Chief Glauthier explained that he was having trouble with the process regarding the fire camp, and it was recommended that the District hire an experienced project manager, Jim Scrafford. Jim has good working relationships with the County government offices and has already met with them and is moving forward establishing the path to achieve permits in a timely manner. After a lengthy discussion relating to the credentials & compensation, project particulars and expectations, the Board made a motion to approve hiring Mr. Scrafford.

Apparatus Purchase and Sell

Chief Glauthier began the discussion of the process and Board involvement with the purchase and selling of the District's assets, apparatuses. There was discussion and it was recommended that the Chief bring each to the Board and it will be decided on a case-by-case basis.

Chief's Report

- **Crew & Calls-** The Chief reported that the Medical Transport calls are down at the moment, probably due to Mud Season. There was an incident at Stagecoach where a vehicle launched itself into the Yampa river. Captain Hohnbaum reported they had asked to respond to a cardiac dispatch with Yampa Fire and reported the two Districts worked well together, continuing to build that relationship. The Chief asked everyone to be aware of the spring landslides are prone and dangerous. Dillon Sanders has been hired by Steamboat Fire and will be leaving towards the end of the month, Nathaniel Werhane will be taking a position with West Metro in Aug. The Chief has offered the open position to a fire fighter from Kansas and is waiting to hear back. Lt. Pohlman has been cleared as Engine Boss by DFPC and Captain Reilley needs one roll to complete his task book and achieve Engine Boss status. Kenyan Sheppard will start on May 17 as Captain-Wildland Division and Ian Satterfield will be starting on May 1st as Battalion Chief - Wildland Division.
- **Fire Camp/Bible Camp:** Due to the process to fire up the Fire Camp, the Bible Camp has agreed to house the mitigation crews for 2 months. There are cabins and kitchen, a mobile bathroom/shower options is being looked at. Bridget Hiles will be hired as a camp monitor and will provide meals and supervision. The compensation to the Bible Camp will be \$500 per month and mitigation work.

- **New Station/ Remodel:** Chief Glauthier reported that Bear Survey has been hired to prepare a survey as the preliminary step to the building of a new station at the site of the Wildland Barn on Nancy Crawford Blvd. This structure will house the 24/7 firefighter crews and apparatuses to service the Town of Oak Creek at a higher level than current. The planned remodel of the Stagecoach station will enhance it to service the growing community of Stagecoach. There is funding available for shovel ready projects in the Inflation Reduction Act + State of Colorado 10% add along with grants for these types of projects.

- **Mitigation & Deployments:**
 - It is anticipated the deployment of crews to SE Minnesota will occur by May 1st. Fires are popping around the county and the District has the Tender, Type 3 & Type 6 on the board for deployments.
 - The Sanctuary will be contracting with the District this summer; The District will be working with Stmbt Fire on Home Assessments Mitigation and is currently working with the Routt Council on the CWPP for the Wildland Defense Fund for mitigation all around the County.

- **Establish Auto Aid Between Oak Creek Fire & Yampa Fire-** Chief Glauthier reported that he has had a conversation with Chief Cox of Yampa Fire and he missed the last Yampa Board meeting and is planning to address the Mutual Aid at the next meeting.

- **New Website:** The District has onboarded with Streamline Platform for a new website manager. This new website will be much more user friendly, brings the District in compliance with new ADA expectations and improved transparency. It will integrate with the Routt County Alert system and the District's Facebook and other social media platforms.

- **Lock Boxes/ New Builds:** Currently the Oak Creek Fire dictates that all new builds are required to purchase and install a Spectra Lock Box. The Chief stated that they are of bad manufacturing and would like to move to the Knox Box for this requirement, they are a bit more expensive but worth it. He would also like to require standard signage for house numbers to ensure no delays in emergency responses. The Board asked that this is put on the next agenda to be discussed.

- **New Meeting Venue/Promote Public Attendance:** It was suggested that the Board of Directors meetings be held at a local restaurant. This may be more inviting for the public to attend and interact with the Board and the District staff. It was determined that the Board Meetings should stay as is, but a quarterly Open House or Coffee with the District be looked into.

- Ladder Truck: The Ladder Truck has arrived and is getting stenciled and training on it has begun.
- Fire Camp #2 Sale: The Board asked about the progress of the Fire Camp. The Chief said he had been working on the permitting process of the main one and so now that the Project Manager is hired he should have time now.

Community Input

None to report

Adjournment

8:28 pm

President- David Wolfson

Date of approval