

Four Mile Fire Protection District Board Meeting

Date: 10/20/2021

Board Member attendees: **(P)** Lindy Luksch, President; **(P)** Steve Witcher, Treasure; **(A)** Jason Feagin, Secretary; **(P)** Ken Bay, Director; **(P)** Randy Bruggink, Director

Non- voting Board member: **(P)** Jay Teague, Chief; **(P)** Tori Capaci, Bookkeeper
(P- Present, A- Absent)

Call to Order: The meeting called to order at **19:02** by, Lindy Luksch, President.

Previous Minutes:

The previous minutes from approved without corrections. No discussion. Randy Bruggink made motion to Approve, 2nd by Steve Witcher. Minutes Approved.

Treasurer's Report:

- September Tax Revenue: \$2367.67
 - Total Tax Revenue \$ 241,823.80
 - Specific Ownership Tax Revenue \$19,251.88
 - YTD Tax Revenue Budget \$246,167.00
- September Donations:
 - Total Donations \$ 0.00
 - YTD Donations \$ 13,640.64
 - 2021 Donation Budget \$ 22,200.00
- September Fundraising:
 - Total Fundraising \$ 20,789.75
 - Total YTD Fundraising \$ 77,082.37
- September Expenses:
 - Total Expenses \$34,008.27
 - Total YTD Expenses \$249,177.23
 - Total YTD Budge Expenses \$ 474,293.88
- September Income:
 - Total Income was a loss of \$ 12,302.27
 - YTD Net Income \$ 76,017.44
 - YTD Tax Revenue \$ 192,326.88
- September Interest Earned:
 - Colorado Trust Interest Earned \$ 2.36
 - YTD Colorado Trust Interest \$ 45.54
- Current Bank Balances:
 - Total \$ 230,429.85
- Total Assets, Liabilities and Equity:
 - Totals Assets \$ 880,973.88
 - Total Liabilities \$ 261,802.76
 - Total Equity \$ 619,171.12

- Randy Bruggink made motion to approve the October Financials, 2nd by Ken Bay, no further discussion. October Financials approved unanimously.
- Steve Witcher presented the Proposed 2022 budget highlights. Budget reflected 2 columns with one showing no mill levy increase (5.9%) and a mill levy increase to (10.65%) if the ballot issue passes. Motion to approve by Randy Bruggink, second by Ken Bay. No discussion. Proposed Budget as presented approved unanimously.
- The Budget Review meeting was set for November 17, 2021, public is invited. This meeting will be published in the Courier (attached). Ken Bay made motion to approve, Randy Bruggink second. No discussion, approved unanimously.

Old Business:

- Thanks to everyone who made signs and mailers possible. Tori and John Capaci, Cade McKee, Paul Jackson, Steve & Sandi Witcher and Jon & Lindy Luksch.
- We also received left over mill levy signs from Guffey Fire.

New Business:

- Future Brigade events – Diana Morgan
 - Garage Sale Gross \$20, 789.75 after expenses \$18, 774.36. Record breaker!!!!
 - Trunk or treat, Saturday October 30th from 6 to 8 PM, hayride for the kids, hot chocolate, cookies and giant marsh mellow roasting. Please count number of candy bags donated.
 - Tri-Fire Toy Drive (Four Mile, Lake George Fire and Florissant Fire) Diana is advertising on Facebook and Next Door as of Nov 1, we have a decorated trash can for toy drop off. Toys can be dropped off daily. Citizens may also donate money, however, if in form of check please have it made out to Tri Fire Toy Drive. List from parents is due by November 18, no late lists will accepted. Walmart date to be decided, wrap date December 11, presents can be delivered to home, pick up at station or pick up at school.
 - Tree decorating at Station 1, Tuesday Nov 30 or Dec 1.
 - December 3, Tree Lighting at Station 1, hot chocolate, cookies, fires in burn barrels
 - December 4, Jingle and Mingle, CCME at 5pm. Santa will come. Fire Dept. will provide turkey and ham everyone attending is asked to bring a side dish. We will have toy donation barrel at this event.
- **Chief's Report:**
 - **Chief Benavidez -**
 - a. Call Volume: - 24 calls
 - Fires: 1, structure fire
 - Rescue & EMS: 14, suspected Covid, and one death
 - Hazardous (No Fire): 1
 - Service Call: 3
 - Good Intent: 4
 - False Alarm: 1
 - b. Purchased SBA fill station, working on electrical issues. Have single phase and need triple phase. John Capaci has offered to give to the station a 3 phase converter.
 - c. Chipping for CCME was very successful
 - **Captain Zittlosen – EMS Report**

- a. As of today, we have 8 fire fighters interested in EMT training. Working with Centura, they want 12 people enrolled to hold class at Four Mile.
 - b. We need 2 new LifePaks, looking for funding. Chief Benavidez's LifePak is too old to be refurbished. Also need a LifPak for Rescue 32. LifePaks, refurbished, and warranty are approx. \$18,000.00, new \$36,000.00. There are times we have been called out on 2 separate calls
 - c. Future goal if Mill Levy passes – put a small office w/bathroom at Station 2. We would then be able to have fire fighters stand by at Station 2. CCME is one of our larger areas. Captain Zittolsen is on the board of CCME, he will advocate for some assistance for this project.
- **Chief Bittman** – Training, Recruiting and Safety
 - a. Training – Driver Task book has been created and almost ready to roll out. Would like everyone to be signed off on driving each apparatus. Fire Fighter Task book is in the works. Will tie into Driver Task book. Cross training for all.
 - b. Working on Standard Operating guidelines. Found software to help.
 - c. Two new volunteers who want to be fire fighters.
- **Captain Sanders** –
 - a. Attended Teller County Wildland Fire Council with Chief Teague. The biggest issue is speaking with neighbors regarding mitigation. Discussed creating short mitigation videos and short training videos. Learned to collect soils and measure soils for moisture testing. This will be a huge help for citizens in our district.
- **Captain Bruggink** –
 - a. Working on fan in Engine 88, must pull radiator completely out to get to fan.
- **Chief (con't)**
 - Wildland Fire Council – end of year meeting – met all 2021 goals
 - Tomorrow Fire Chiefs Council and Communications Council
 - Last month got all 800 MHz radios installed in apparatus, working on handheld models. Working with Teller County and Red Dog Radios, possible funding of handheld radios, will be training with officers. Thank you, Teller County and Red Dog Radios. The Board funded last month dollars for portables for Chief and Chief Benavidez.
 - Capt. Sanders mentioned they went out with the U S Forest Service today, did fuel sample collection and returned to lab. They demonstrated how to carry the fuels and doing calculations. We don't not have any sites inside Teller County for fuel sample levels, we are forced to rely on sights just outside county boundaries. Chief has been tasked to get our own data system in place. Chief has been tasked with reading three (3) manuals and picking a sight. Teller County is going to fund a lab here at Four Mile Station. They will purchase, the oven, scales, and sampling kits. We will be able to take samples in our district. Chief will also propose at the Chief's Council tomorrow morning, that they will provide a couple volunteers to train on sample collection. When this is done, we will have sights in every district. Working with Mike Hessler from Forestry, we will be able to upload our sample collection measurements into their database so Forestry will also have our readings, we then will have a better grid for this area.
 - 3 new volunteers, one has already completed orientation
 - Promotion Ceremony

- Jim Greismeer, Fire Inspections, burn mitigation
 - Jon Luksch – Dept. Safety Officer
 - Cade McKee promoted to a Fire Captain
 - Lieutenant Sanders promoted to Captain
 - Randy Bruggink was promoted Fleet Captain’s position
 - Ray Zittlosen promoted to EMS Captain
 - Nora Orfanello is EMS Lieutenant
 - Fire Fighter Paul Jackson was given Volunteer of the Year
- Increase in Covid calls – Higher than we were at last year.
 - Had another fatality today, thanks to crew for helping coroner process body. Crew did a great job and were very professional.
 - Four Mile has acquired an industrial chipper. Large trailer model. Donated to us.

Correspondence:

- None

Public Comment:

- Dee Hayes – Mrs. Hayes thought we had purchased a LifePak for the Ambulance last year. We did not. LifePak was received from an insurance Claim. Our LifePak was damaged on a call, so we were able to file an insurance claim.
- Dee Hayes – question on mailer. Mrs. Hayes wanted a clarification on what service calls were. Chief “Service calls or emergency calls, are fire, wildland fires and EMS calls. Special Events are things that do not fall under the emergency category such as, Covid welfare checks. Burn Permits, when activated goes into database and shows up as an event. This year we have had 228 special codes for authorized controlled burns out of 462 projected in data base.
- 234 – actual emergency responses for 2021. Averaging 23 calls per month, on pace to have 292 emergency responses, that’s medicals fire, car accidents etc. We have doubled our emergency calls from last year. Sheriff Mikesell wants all burn permits to be tracked. All these calls are being tracked for budgeting purposes.
- Mr. Morgan – Chipper, have we put together a campaign to promote chipper? No, just found out about it last week.

Meeting Adjourned at: 19:43

F.D. Goals/Priorities

2020 - Year 1	2021 - Year 2	2022 - Year 3
Recruitment (10-15 reliable responders on roster)	Recruitment (20-25 reliable responders on roster)	Recruitment (25-35 reliable responders on roster)
Ambulance back in service as a Rescue Unit	New Command Vehicle (C-31)	Add Drone Program - Acquire Infrared Drone system
Replace 1st Attack Engine	New Tender (2500-3000 gallons)	Replace Ambulance and Rescue 32
Replace Low Pressure SCBA's	SCBA Fill Station at Station 1	Acquire BLS Intercept License
Implement officer core - (3-6 positions)	Add 1 Full-Time Firefighter Position to staff	Build EMS roster to 10+ EMT's
Rebuild Department reputation/relationship with community.	Convert radio/comms to 800mhz	Add Training Chief Position
Host EMR and CPR class.	50% of department personnel FEMA ICS Certified	Add Chief Of Operations Position
Increase Fundraising Events (2-3 events for year)	Wildland Academy for personnel	Add another Full-Time Paid Fire position
Develop relationships with public figures (i.e. County Commissioners, OEM, Fire Chief's)	Host EMT course at Fire Station	Convert Admin Position to Full-Time.
Rebuild relationships with local media.	Increase Fundraising Events (3-4 events for year)	DOLA Grant Money for Station Expansion
Improve and Maintain Incident Response Records/Accountability.	Arrange Live Burn Training for firefighter.	EMS Grant Approval
EMS Grant Approval	Use Training Funds to send fire officers to Advanced Courses/Seminars	DOLA Grant Money for New Apparatus
Live Fire Training	Develop Guideline Manual	Update EMS Training Props/Equipment
New Fire Signs in District	Mill Levy Increase?	Replace Turn-Out Gear
Upgrade Atmosphere Detector Inventory	EMS Grant Approval	Qualify for AFG Grant
Water/Foam Issue Rectified	Bunker Extractor	E-Draulic Extrication Equipment

Legend:

Blue = Ongoing
Yellow = In Process

Red = Not Accomplished
Green = Accomplished