**East Side Fire District Commissioners**

**October 8, 2019**

Commissioners Present: Fred Fricke, Mary Mills, Loren Nelson

Chief Dan Currie

Deputy Chief Charlotte Pegoraro

Captain Norb Twillmann

Staff: Kathy Flint

Commissioner Fricke Opened the meeting at 1030 hours.

Commissioner Mills moved to approve agenda for October 8, 2019. Commissioner Nelson seconded the motion, which carried by unanimous vote.

**Approvals:**

**Minutes**:

Commissioner Fricke confirmed that the letter to ITD was attached to the September minutes.

Commissioner Mills moved to approve September 10, 2019 minutes as presented. Commissioner Nelson seconded the motion, which carried by unanimous vote.

**Financial Reports**: Commissioner Nelson moved to approve the financial reports ending Sept. 30, 2019. Commissioner Mills seconded the motion, which carried by unanimous vote.

**Auditors Report.**

* Toni Hackwith reviewed draft audit for 2018. Toni approved of our planned breakfast procedure changes.
* In response to question about LGIP funds she reported that it is pretty stable and she has a lot of agencies that keep funds in LGIP.

**Chiefs’ Reports:**

Chief Currie reviewed his previously submitted written report including:.

**Equipment**:

Action Item: Request to approve expenses not to exceed $1700 for the initial annual service for fireboat 1474, the first 100 hours on the boat, then every 2 years after that. Commissioner Nelson moved to approve expenses not to exceed $1700 for the annual service of 1474. Commissioner Mills seconded the motion, which carried by unanimous vote.

* Chief Currie noted that the CdA Fireboat is out of the water as well. We will be back in the water Thursday.
* Discussion of de-icers. We will winterize the pump motor and de-winterize it if we have an incident.

**Operations**:

* Incidents have been relatively quiet this last month.
* **Policy 642**. Request approval of P642 on fireboat operations. Review and discussion. Discussion of liabilities in regard to towing. Commissioner Nelson moved to approve P642 regarding fireboat operations as written. Commissioner Mills seconded the motion, which carried by unanimous vote.
* **Admin Manager interviews**. All four applicants were extremely qualified. Chief Currie will make the decision and announce this week or next. Short background check will be completed and the person will begin on Nov. 18th with 6 weeks of cross training.
* **Apparel Program** began on October 7 and ends Oct. 31st. Limit is $100 for active volunteer responders and $50 for Commissioners and staff. This year we have a limit of 5 articles for silk screening/embroidery.
* **ISRB**. Chief Currie finished the ESFD response in regard to consideration of the fireboat as mobile drafting site. It can’t be considered an engine because of all the equipment an engine is required to carry. ISRB will make a determination and apply retroactively. Discussion of Line Launcher for deploying hose to or from boat. Thanks to Mark Boyd for submitting a letter about ice at Martin Point and to Lake Assault for a support letter about the boat’s ability to move through ice.
* **ESFD Community Relations Officer**. Following discussion of request by Chief Currie, Commissioner Mills moved to appoint Jo Moncrief as Community Relations Officer and with a stipend at the Lieutenant level. Commissioner Nelson seconded the motion, which carried by unanimous vote.

**Facilities:**

* **Station #2 improvements** in KCFR Budget: discussion
* The paving project will include replacing the holding tanks in front of the station. Building doors will be re-keyed. Will look at modifying HVAC for better performance and will install gutter on back wall to stop water damage.
* **Station #4 roof insulation** is finally finished. It is solving problem but Chief Currie noted he wouldn’t use that contractor again.
* **Exterior station signage**. Chief Currie is still working on the project. It is not a top priority. The initial bids have been quite pricey
* **Back flow preventers** required by CBPOA. Discussion. Chief Currie will install and have it inspected by Jeff Wickham. Inspection is required annually.

**EMS Report:** Dep. Chief Pegoraro reviewed her previously submitted written report including BLS meeting, Zoll AutoPulse status, EMS Instructor training for EMT Reagan and herself, monthly training topics including N95 mask fit testing, and EMS Connect topics.

**Business**

**2018 Audit**: Commissioner Nelson moved to approve the 2018 audit draft as submitted today. Commissioner Mills seconded the motion, which carried by unanimous vote.

Station 1 sewer update.

**CBSA Easement Agreement** discussion.

Commissioner Mills moved to approve the Wastewater Service Agreement and that Chief Currie should sign it and send it to CBSA. Commissioner Nelson seconded the motion, which carried by unanimous vote.

Chief Currie. Thanks to everyone for the 25th anniversary party. Review of costs of event.

Open House for perspective new volunteers next week on Oct 16th at 6pm . Commissioners welcome and encouraged to attend.

ISFCA association. All three commissioners will be attending.

Auxiliary Next meeting Oct. 14th.

November 12th next Commissioner meeting.

ITD reply to our letter. Discussion.

Respectfully submitted by Kathy Flint