

Hygiene Fire Protection District
BOARD OF DIRECTORS REGULAR MEETING
Fire Station, 7523 Hygiene Road
Wednesday, November 9th, 2022 at 7:00 p.m.

This meeting was conducted both in person and virtually, via Zoom teleconferencing software. Fire Chief Cody Trevithick was the meeting Host.

Directors in Attendance: Scott Snyder, Rick Hill, Brain Sanders

Directors Not in Attendance: Andie Adams, Devon Martin

Department Personnel: Fire Marshall Travis Homyak, Fire Chief Cody Trevithick

Meeting Attendees: Recording Secretary Angela Frank, Firefighters: Karl Dunlap, Syllas Kayyan, Scott Olson, Julie Pitney, Drew Willey, Andrew Hibbitt, Rory Leveridge, and Mason Norris

I. PENSION BOARD – Retirement gifts will be given to Keith, Kevin, and Paul at the Christmas party.

II. CALL REGULAR MEETING TO ORDER – Regular meeting called to order at 7:12PM

III. AUDIENCE COMMENTS FOR ITEMS NOT ON THE AGENDA – NONE

IV. APPROVE MINUTES

- a. Regular Meeting October 13, 2022- a MOTION to approve the August 10th meeting minutes was made by Director Hill, Director Snyder seconded and the motion was approved by unanimous vote.

V. REPORTS

- a. Recording Secretary's Report – A brief review of October meeting minute revisions was given.
- b. Friends of Hygiene - None
- c. Treasurer's Report -

- i. Projected end year balance is \$850K. Please keep large purchases to this month if possible. We have had no expenses of note this month.
- ii. We are working on reconciling the wildland program in QBO and the tracking sheet.
- iii. We need to publish a resolution in the local paper, our intention to adopt the 2023 budget on December 14th, 2022. This should be confirmed before the next meeting.

d. Chief's Report

- i. Call Activity of Note –22 calls since the last board meeting. They were mostly medical and some MVAs.
 1. There was a wildland fire outside of Lyons started by a lawnmower. Wildland Coordinator Wurzer has done good work to organize and label our equipment so when it was left for Lefthand Fire to use, it was easy to pick up the next day. All departments worked together in an ideal mutual aid situation.
 2. Last night, there was a structure fire call. Firefighter Cruz found a room full of smoke. It turned out to be an electrical fire. Lyons and Lefthand Fire came down quickly to support.

ii. Wildland Update -

1. Nothing is deployed on wildland calls currently. We have the tender available now. We are also caught up on billing.
2. Wildland Coordinator Wurzer decided to stay on and would like to see Hygiene's program excel. Director Sanders and Chief Trevithick are in conversation with Wurzer about a benefit package starting for him in January of 2023. There is still more research to be done, but the addition of benefits should be self-sustaining, being paid for by wildland calls.

iii. Grant Update -

1. Wildland Coordinator Wurzer is currently working on a grant with Roberts that is due this month. He is also in conversation with Wildland Coordinator Paul Dennison at Four Mile Fire Protection District about wildfire mitigation grants.
2. Director Hill researched a possible grant for the Hygiene Fire Department. It is connected with the Infrastructure Investment and Jobs Act.
3. Chief Trevithick expressed the desire to develop a wildfire mitigation crew. They can work in our own district and also be deployed to other districts as well.

iv. Shift Coverage -

1. Travis Chambers stepped down from being EMS captain. It is sad to see him go. Several people are pulling a lot of weight. Coverage needs some work. There are several people in the academy and in the next couple weeks we will have more people available.
2. Wildland Coordinator Wurzer has run 64 calls while working at the station Monday through Thursday since February.

v. Other Issues & Opportunities

1. SeaWestern Inc gave us a quote to purchase a compressor. In the future, they will be able to service the compressor and cascade system at the same time. We will need an electrician to wire it in.
2. 2803 is currently at the mechanic. Firefighter Kalyan gave the report. There are fifteen items that need to be repaired or replaced. It is getting older and we have used it a lot for training . In the meantime, 2801 will be used for structure fires and 2802 for everything else.

VI. OLD BUSINESS

- a. Select Board Secretary - We will wait until more members can be present.

b. 2023 Budget -

i. Capital expense equipment purchase

1. Compressor will go on 2023 budget for \$40,000.

2. Board decided not to allocate funds for a second command vehicle in 2023.

c. Land Acquisition- None

d. Christmas Party - Please RSVP for the party on December 2nd. The gift exchange will be a bit different this year - bring a gift worth \$25.

i. We need to make sure all retirees and those on the pension board are invited, as well as Steve, Judy and Molly to give them their plaques.

e. Social Media Policy - Board needs to decide what we want to do and have the ultimate say and handle the administration of it Policy should say the board owns it

i. First course of action, get all accounts and passwords in one place and talk more about this at the next meeting

ii. Research how to get our artwork and logo protected

VII. NEW BUSINESS

a. Do we need to change the regular meeting day and time? We have had trouble getting more than 3 or 4 directors together.

VIII. AGENDA NEXT MONTH

a. No work session needed at this time.

IX. ADJOURNMENT – A MOTION to adjourn the meeting and was made second by Director Snyder at 8:59pm. Director Hill seconded and the motion was approved by unanimous vote.

Future Work Items

1. Meet with Mt View FPD
2. Continue to meet with Lyons FPD
3. Facilities

Motion/Resolution Summary:

- MOTION to approve the October 13th Meeting Minutes

ACTION ITEMS:

Chief Trevithick - NONE

Assistant Chief Benzel – NONE

Pension Board Chair Bashor - NONE

Department Officers – NONE

Director Snyder - Will publish an intent to adopt the proposed 2023 budget.

Director Martin - NONE

Director Sanders – NONE

Director Adams – NONE

Wildlife Coordinator Wurzer - NONE