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**Arrowhead Fire Protection District  
Meeting Agenda  
January 8, 2021  
1:00 p.m. @ the Firehouse  
2069 Spruce Road**

**AGENDA**

- 1. Call to Order**
- 2. Determination of Quorum**
- 3. Approval of Minutes from November 13<sup>th</sup> meeting**
- 4. Treasurer's Report**
- 5. Fire Chief's Report**
- 6. Old Business**
  - a. COVID-19 Issues**
  - b. Firehouse and maintenance building lease**
  - c. Communications update**
- 7. New Business**
  - a. End of Year Resolutions**
  - b. Review of By-Laws**
  - c. Firehouse Use Request**
- 8. Adjourn – Next Meeting – March 12, 2021**

**Conference Dial-in Number 1-712-770-5569  
Participant Code: 478279#**

**ARROWHEAD FIRE PROTECTION DISTRICT  
BOARD REGULAR MEETING MINUTES**

**Date: January 8, 2021**

**Time: 1:00 P.M. (MDT)**

**Location: AVFD Firehouse, 2069 Spruce Rd**

**Purpose: Regular Meeting**

**Attendees:** Darrell Wagner [Chair/Present]; Steve Gauthier [Vice Chair/Present]; Stephen Isle [Secretary/Phone]; Al Hale [Treasurer/Phone]; Ken Harbert [Board Member/Phone]; Jim Gelsomini [AVFD Fire Chief/Phone].

**Absent:** None.

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**Guests:** Lucia Lebon, Treasurer, AVFD Auxiliary.

1. **Call to Order:** Chair, Darrell Wagner, called the January 8, 2021 Regular Meeting of the Arrowhead Fire Protection District to order at 1:00 PM, Mountain Daylight Time.
2. **Determination of Quorum:** A quorum requirement was satisfied with all five board members present (at either the fire house or on the conference call line), for the meeting.
3. **Approval of Minutes for the November 13, 2020 Regular Board Meeting:** Chair Darrell Wagner asked for any additions or corrections. Al Hale clarified that in the minutes under 6. **Old Business:** C, Communications Update, when he leaves his position as Treasurer, he will pass on the files via a 'Flash Drive' to his successor but no change to the minutes needed. Steve Gauthier made a motion to accept the minutes as written and Al Hale seconded the motion. Motion carried and the minutes for the November 13, 2020 Regular Board Meeting were approved as submitted.
4. **Treasurer's Report:** All have the November-December financials distributed by Treasurer, Al Hale. Steve G. asked about the AED check written to Brian Keith after the lot had been sold. Al explained that the check was pro-rated based upon the time in 2020 that he did own the lot. Steve G. explained he just wanted Al to know that he was actually looking at "his stuff," (the financial reports he knows Al spent so much time and care preparing for us). All appreciated the chuckle. Lucia Liebon said she had a \$10,000 check from the AVFD Auxiliary for Al Hale. Al asked her to please mail it to him at his Delta, CO home address, which Lucia confirmed she already had. Steve G. asked Al what part of his financial reports, if any, he would like posted on the AVFD web site ([www.arrowheadfire.org](http://www.arrowheadfire.org))? A discussion ensued and Al checked the SDA Board Manual and determined the monthly financial reports just need to be available upon request, so there is no reason for anything but the annual budget to be posted on the web site. Steve G. indicated it only takes a minute and can be done while he is posting the meeting agenda. So it will be posted. Chair Wagner declared that the treasurer's report stands as submitted.
5. **January 8th Fire Chief's Report:**

**Highlights:** (a) The MVA (motor vehicle accident), small Honda motor that drives the hydraulic pump for all the MVA tools is not working. Charlie, the small motor expert who was working at the Montrose True Value Hardware fixing small motors has left and has his own business on 9<sup>th</sup> Street west of Townsend. So our pump for the hydraulic tools is down until Chief Gelsomini can get to Charlie and follow up on getting this small Honda motor fixed. He plans on looking for Charlie tomorrow in Montrose and the MVA tools will not be operational until this motor is fixed. (b) On his trip to Denver over the holidays, Chief Gelsomini was able to drop by the surplus center and pick up two new GPM nozzles for 1 ½" attack hoses as well as two stabilizing struts for MVA activity. The yellow struts are used to secure the accident vehicle in place. Needs two three foot stakes as well. He will purchase these as there were not any available at the surplus center. Other surplus items in hazardous material activity, but we don't have anyone certified so preferred not to add this equipment to our inventory at this time. (c) Small fish tank sized heater inoperative on the AED at the salt basin. So Chief Gelsomini will purchase another one and get that installed. (d) Update on the proposed second fire station with winter access to the Alpine Plateau Road: Bob Schultz plans on purchasing more property in the commercial area and is

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willing to entertain the idea of donating some property on the north side of the adventure center in the lower area of his recently purchased acreage in the vicinity of where you can see the moto-grader doing the snow grading for the loggers. This property has the access we want to the Alpine Plateau Road. These are very preliminary discussions but building a one or two bay building there would take care of off mountain storage for the white and blue fire trucks during the winter season and get us the very desirable year round access we need to the Alpine Plateau Road. If this were to transpire, this would significantly lower the cost to add this location to our existing facility. Zoning change to acquire the applicable special use permit, cost for transfer of the property and other requirements are some of the many issues to face when the time comes. Chief Gelsomini said he needs no additional help from the Board at this time and will keep us updated.

**Incidents:** Chief Gelsomini noted there were three interagency opportunities to help Gunnison Fire this past year. **Personnel:** Chief Gelsomini is requesting an Executive Session under New Business today to discuss a personnel matter. Chair Wagner referred to the Special District Assistance (SDA) Manual and Steve G. referred to the AFD By-Laws. The SDA Manual and By-Laws both address Executive Session. The specific paragraphs authorizing an issue to be addressed during an executive session must be cited. To hold the executive session requires an affirmative vote of 2/3 of the board members present. Must make a motion to go into executive session under new business. Then we must record the minutes of the executive session and they must be kept for at least 90 days. (SDA Manual).

### 6. **Old Business:**

A. **COVID-19 Issues:** Chief Gelsomini reported that all but one of the first ten AVFD volunteers have already received their first Moderna shot. The second shot will be later this month (January 13, 2021), and the early part of February for the 10<sup>th</sup> person in the first group of ten. No adverse reactions seen or reported in the Gunnison area. They'll watch carefully after the second shot for any reactions. There's been a spike in Covid cases but the number of hospitalizations required has remained low. Arrowhead had a transport of an individual from Arrowhead to Montrose in late December. They were placed in a bed in the hallway because there were a lot of Covid patients at the Montrose hospital. The consensus was we were receiving what we needed. There is no one reported as symptomatic or positive at Arrowhead.

B. **Fire House and Maintenance Building Lease:** Chair Darrell Wagner reported that he had actually received a copy of the lease during our AFD Regular Meeting in January, but didn't know it because we were in the meeting. Chair Wagner will email every member of the AFD BOD and Chief Gelsomini a copy of the signed fire house and maintenance building lease. Chair Wagner asked AI if he had had any communication about the \$999. AI reminded everyone that the January AIA meeting was coming up later in January, so we'll likely hear from the AIA after the meeting.

C. **Communications Update:** Steve Gauthier, Communications Manager, reported he is becoming a Facebook wizard. Lucia Liebon brought up the subject of Facebook fund raisers and Steve G. explained there are a couple of third party providers involved. Facebook collects the donation money and sends it to an organization called, "Guide Star." Guide Star then routes the money through another organization called, "Network for Good," before you see a check back at your non-profit organization (our AVFD Auxiliary). Guide Star looks up tax records for all 501C non-profit organizations and has them listed so that when someone lists a cause soliciting

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donations, Guide Star can verify they are legitimate. So, Guide Star has the address and EIN for the AFPD Auxiliary. Steve G. asked AI if there was a reason we kept the financials separate for the Auxiliary from the AVFD/AFPD? AI says he does not have a clear answer to that, but we do get donations coming to both. Some go directly to the fire house and some come to the Auxiliary. AI sends those addressed to the Auxiliary to the Auxiliary. AI said we are a government organization and we do not file a tax return. Lucia Liebon, Treasurer for the AVFD (Auxiliary), would like to revisit the role of the AVFD Auxiliary when Carla Vavrik returns in March 2021. Is the AFPD a non-profit and can a donor deduct the amount of the donation, or do they have to donate through the Auxiliary AVFD? Quick Google Search indicates Steve G. is correct in his assumption that we can eliminate the confusion by eliminating funds going through the AVFD Auxiliary, because 501c4 donations are deductible when used for public purposes. AI will contact Dalby Wendland & Company, our accountants and business advisors in Montrose for clarification/confirmation.

### **\*Are 501c4 donations deductible?**

The 'Lectric Law Library notes that although contributions to 501 (c) (4) fire companies usually can't be deducted as charitable donations, in the case of volunteer fire companies, contributions may be deductible if the funds are used for public purposes. They may also qualify as business expenses.

### **\*Does volunteer fire company need file for a 501(c) to receive contributions?**

**Does a nonprofit volunteer fire company need file for a 501(c) status of some kind to receive tax deductible contributions?**

Volunteer fire companies generally obtain recognition of exemption either as charities under Section 501(c)(3) of the Tax Code or as social welfare organizations under Section 501(c)(4). Ordinarily, only contributions to 501(c)(3) organizations would be deductible and contributions to 501(c)(4) organizations would not be deductible. But the IRS has made an exception in the case of nonprofit volunteer fire companies. It has ruled that contributions to nonprofit volunteer fire companies are deemed to be for the use of a political subdivision of a state for exclusively public purposes and are therefore fully deductible even when made to a (c)(4) organization. (Rev. Rul. 71-47.)

Tuesday, July 1, 2008

\*[Finding The \\$ To Make The Small Fire Department Work | Firehouse](#) (Older article but interesting links).

## 7. New Business

A. **End of Year Resolutions**: Chair Wagner Steve I. made a motion we accept the Resolutions as presented with one correction. Steve G. seconded and the motion carried unanimously. Chair Wagner will email out the packet of the End of Year Resolutions before uploading to the DOLA site and mailing to the County and State. At Chair Wagner's request, Steve G. will go over to Chair Wagner's Arrowhead home before the January 15<sup>th</sup> deadline so he will be familiar with the process. Chair Wagner and all agree it prudent to ensure more than one board member be familiar with this protocol.

B. **Bylaw Update**: Steve G. will consolidate input he receives from rest of board and consolidate it for the next meeting. Chair Darrell Wagner admitted that he had overlooked the requirement for an annual review of the bylaws. Tabled until the March 12<sup>th</sup> meeting.

C. **Fire House Use Request**: Chief Gelsomini had forwarded the request from the homeowner along with the list of individuals who planned to attend the poker night. Chief Darrell Wagner confirmed the group fit the requirements to qualify for the requested use and should be approved. AI mentioned that the \$25 fee had been treated for the Bible Study as a one-time filing fee, not a recurring charge per event. Chief Gelsomini clarified that the \$25 was a per use fee to cover the cleaning requirements. The board members all agreed that the cleaning

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requirement would be applied uniformly and without exception to all groups using the fire house. The guidelines for cleaning now come from Gunnison County based upon the Covid-19 standards. All agreed Chief Gelsomini provide the group with the application with the \$25 fee requirement and if they want to accept that, notify Steve G./Communications Manager, and he'll place the event on our calendar. Chief Gelsomini asked AI about the insurance coverage topic they had discussed some time ago. AI said after he forwarded the information pertaining to that discussion to all on the BOD, and the board consensus had been what the insurance company had provided was only a recommendation and it wasn't a requirement and our insurance coverage is sufficient. Lucia asked about Gunnison County recommendations for social distancing. Chief Gelsomini clarified that our role was to provide the current guidelines on social distancing, but not to police approved events. However, if there was a complaint the complaint would be investigated and appropriate action taken. Lucia, who lives next door and highlighted she does not like the fire house used as a community center, asked if there was a limit on the number of organizations/clubs. Steve G. said no limit except by the definition of who is authorized to use the fire house. We do not limit the number, but we do schedule and put it on the Fire Department web page. Chief Gelsomini pointed out that the building owner (AIA), should be defining the user, not the lessee. At some point in the past the AIA passed the buck. Steve G. said next time we negotiate the lease, we can raise this issue for further discussion.

### **D. AVFD First Responder Vehicle Proposal:**

#### **Current Status**

In summer and fall the Blue Trailblazer is our first responder vehicle. It carries up to 2 responders, a backup jump bag, oxygen, AED, vacuum splints and bags, and other equipment that might be necessary treat patients. If necessary we can also transport a patient to the LZ when time is of the essence.

During the transition between fall and winter we add chains to the Blue Trailblazer. This is great improvement for the fall transition but a large storm could prevent us from responding if the snow was too deep for the chains to overcome.

Winter requires us to find and possibly pay for a storage location for the Trailblazer. The snowmobiles are the pulled out of their storage locations and moved to the fire barn. All the equipment from the Trailblazer is moved into a large plastic sled. A tarp and bungie cords are used to line the sled and wrap the equipment to keep it clean and dry. The sled is pulled to an incident by one of our Yamaha snowmobiles, or a POV side-by-side with tracks.

Transition to spring can be messy. We can experience an extended period of time where roads and driveways are not yet opened but travel by snowmobile is difficult. When the roads and driveways are opened, there is at least a week of very sketchy conditions for vehicles. We currently store the Trailblazer at a property in Arrowhead. That vehicle is retrieved as soon as possible after the roads are cards and returned to service. Chains used until road conditions improve.

Any upcountry response with the Trailblazer during transition seasons is questionable.

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### **Proposal**

Replace the Trailblazer and both snowmobiles with a 2-door side by side and a set of tracks. The side by side should be properly equipped for winter use (ridged insulated cab, heat and defrosters, windshield wipers, etc.) and have a front winch. A cab would be built to allow access to 3 sides of the bed. Storage of and access to our medical equipment would be easy and efficient. Up to 3 first responders could be transported to scenes year around.

We considered a 4 door side by side but felt the increased cost, size, weight and reduced maneuverability did not justify the increased human carry capacity.

The Trailblazer and snowmobiles could be sold to offset some of the cost of the side by side.

The side by side would become the year around first response vehicle. We could get 3 responders (the Trailblazer can only carry 2 people w/ bucket seats) to almost any scene any time of the year. Wheels with the option for chains in transition seasons would be used outside of winter. Tracks could be mounted earlier in fall and left on late in the spring improving our capabilities in marginal conditions. Up country calls during the marginal periods would be no problem for the track equipped side by side.

### **Other benefits**

We eliminate the need to secure and pay for Trailblazer storage. We free up the storage space in our sheds taken by the snowmobiles. We eliminate the maintenance, license, and insurance costs for all 3 of those machines. We train on one set-up for first responder vehicle equipment.

### **Things to be aware of**

A side by sides is not automobiles in terms of reliability and service longevity. The stress of running tracks on them can present long term maintenance and wear issues beyond their inherent limitations. This vehicle will see very limited use just like all our vehicles. Fire Chief has made it clear we will not be using this to joyride. It is a fire department tool and will be used when required to respond to calls, and during training exercises. That should allow us to see a long and reliable service life.

There will be normal annual maintenance for the side by side (oil change, air cleaner, tune up, etc), and an additional annual maintenance cost for the tracks.

Lastly, we would not be able to carry a critical patient in a side by side. For example, if we had a critical victim in the summer that needed immediate air evacuation, we could load them in the Trailblazer during the summer and get them to the LZ without waiting for Gunnison EMS for transport. We couldn't do that with a side by side. Our contingency plan for that will be to commandeer a pickup truck or larger SUV to handle this. In the winter any critical victim would be transported in the snow cat to the LZ if needed, or to Gunnison EMS. There is no change to our winter response.

Respectfully submitted,  
AVFD Team

An excellent discussion ensued on all aspects of this topic concluding with a motion by Steve G. that the board approve the purchase by Chief Gelsomini of the 2017 or 2019 Ranger with tracks and a topper with three sided access for a price not to exceed \$29,000. Ken Harbert seconded Steve G's motion and the motion carried unanimously. Al highlighted that the idea is to sell the two snowmobiles and when the Highway 50 construction project is over to sell the Trail Blazer as well. All agreed.

E. **Executive Session:**

Chair Wagner reviewed the executive session requirements stated in the Special Districts Association (SDA) Board Member Manual while Steve G. reviewed the executive session requirements found in our AFPD By-Laws. Chief Gelsomini is informing the AFPD Board of a specific personnel issue (§24-6-402(4)(f), C.R.S.).

Al made a motion to go into Executive Session to discuss a human resources problem. Steve I. seconded the motion. Motion carried unanimously (2/3 required), and the AFPD Board went into Executive Session at 2:45 PM. Executive Session ended at 2:55 PM and returned to New Business. Chair Wagner asked if there was any other new business. There being none, he proceeded to adjourn.

8. **Adjourn – Next Meeting – March 12, 2021.**

Respectfully submitted,  
Stephen Isle  
Secretary, Arrowhead Fire Protection District

Attachment:  
Fire Chief's Report for January 8, 2021

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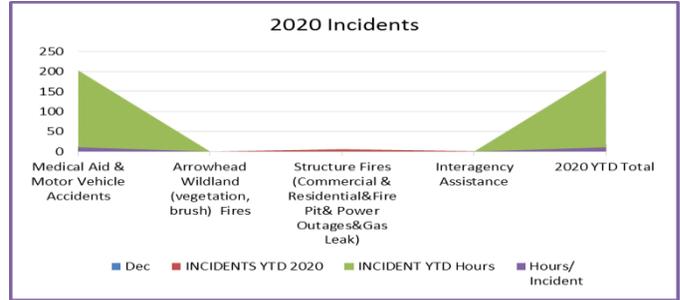
## Arrowhead Fire Chief Report

Date of Report: **January 08, 2021**

Wildland Fire Level Status: **n/a**

### Part-I Emergency Incidents

Description	Dec	INCIDENTS YTD 2020	INCIDENT YTD Hours	Hours/ Incident
Medical Aid & Motor Vehicle Accidents	2	13	202.75	11
Arrowhead Wildland (vegetation, brush) Fires	0	0		
Structure Fires (Commercial & Residential&Fire Pit& Power Outages&Gas Leak)	0	6		
Interagency Assistance	0	1		
<b>2020 YTD Total</b>		<b>19</b>	<b>202.75</b>	<b>10.67</b>



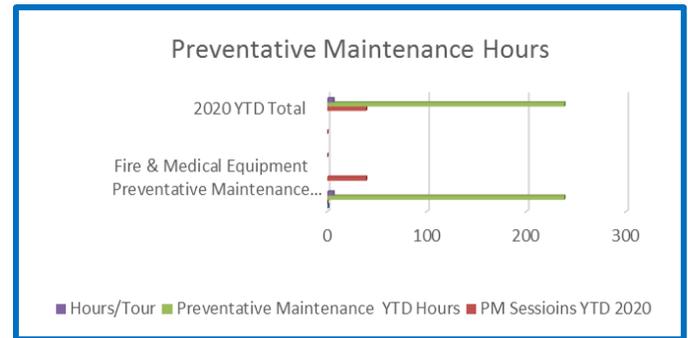
### Part-II Department Training

2020 Training			
Groups	Resources	YTD Training Hours	YTD Training Sessions
Patrol	4	2.50	2
Awhd Dispatch	7	28.50	6
First Responder	9	150.75	7
Firefighters	15	211.75	18
<b>AVFD Combined</b>	<b>35</b>	<b>393.5</b>	<b>33</b>



### Part-III Preventative Maintenance

Description	PM Sessioins YTD 2020	Preventative Maintenance YTD Hours	Hours/Tour
	0	238.00	6.10
Fire & Medical Equipment Preventative Maintenance (start vehicles-small motors-visual inspections)	39		
	0		
	0		
<b>2020 YTD Total</b>		<b>39</b>	<b>6.10</b>



### Part-IV Incident Overview – 2020 (YE)

- YTD Medical – 13
- YTD Fire – 2
- YTD Commercial Power Loss - 4

### Part-V Training overview – January/2021

- Medical – Medical Competencies
- Firefighting – Joint Session with Medical, patient packaging and place patient in Snow Cat for transport

**Part-VI Personnel:** (staffing): **25 (FF-FR-AD)**

Fire Fighters = (11)

Arrowhead Dispatch = (6)

First Responders = (8)

**Part-VII Grounds - Building Inspections:**

1. Fire House
  - a. Interior NE restoration complete
  - b. Install new rubber weather strips, addressing air gaps and blowing snow under doors, in progress

**Part-VIII Fire Apparatus, Tools & Equipment:**

1. Tools – operational
  - a. MVA hydraulic pump Honda motor non-operational, going to Montrose for repair
2. Firefighting structure gear: - operational
3. Hoses:
  - a. Fully operational
4. Mobile Response Unit (MRU) Status: - returned to AH firehouse
5. Fire Trucks:
  - a. Red Type 3 – operational, with snow chains
  - b. White Fire Truck – off mountain winter storage
  - c. Blue Brush Truck – off mountain winter storage
  - d. Blue First Responder – on mountain winter storage
6. Snow Cat:
  - a. operational
7. Snowmobiles:
  - i. Black/Gray snow mobile – operational
  - ii. Red snow mobile – operational
  - iii. Cargo/patient sleds – operational

**Part-IX Interagency & County & Association Meetings:**

1. Gunnison OEM training – zoom meeting sessions

**Part-X Communications:**

1. No new updates

**Part-XI Medical:**

1. COVID-19 Updates
  - a. Gunnison County Situation Report a/o 01/07/2021
    - i. Positive – 871
    - ii. Negative – 9059
    - iii. Deaths – 6
  - b. Arrowhead – no known reported cases
2. Monthly AED checks completed YTD 2021 – enclosure at 303 Crest needs new heater (small fish tank like heater)
3. All AED's fully operational
  - a. Aspen Trail AED at Jim's house for use during medical incident

**Part-XII Budget:**

1. No new updates

**Part-XIII Miscellaneous:**

1. Don Distenfino Colorado State Fire resource, watching for the following items:

- a. 2 GPM nozzles 1.5"
- b. MVA stabilizing struts – 2
- 2. Second Fire Station update:
  - a. Bob Shultz wants to keep upper level reserved for retail services
  - b. Bob expressed he is willing to consider donating land adequate to support 1-2 bay building north of adventure center (old real estate) with access to Alpine Plateau Road
  - c. Next Jim will meet with Bob and Lowell to review options