FIRE SERVICE BOARD MEETING MINUTES

Wednesday 13 November 2019 ~ Rockerville VFD

1) Meeting called to order at 1900 by Vice-Chair Gary Sortland.

Board Members and Representatives in attendance: Ray Bubb, Nick Carlson, Craig Comer, Caleb Dustman, Deb Haddock, *Jerome Harvey, Tim Kobes, Charles Maude, Cliff McClure, Gary Sortland (*non-voting)

Guests in attendance: Jack Dustman, New Underwood VFD; Chris Gleason, Box Elder VFD; Dan Harn, Rochford VFD; Damon Hartmann, Doty VFD; **Duane Hofer, North Haines VFD; Bruce Jensen, Whispering Pines VFD; **Adam Kuenkel, Box Elder VFD; Pepper Massey, Pennington County Fire Administration; Joe Reiter, American Red Cross; Kyle Schell, Wasta VFD; Phil Schlief, Silver City VFD; Gail Schmidt, Rockerville VFD; Adam Scott, Pennington County Radio Shop; Richard Smith, American Red Cross; Chase Strand, Interior VFD; Matt Thompson, North Haines VFD; **Todd Tobin, Johnson Siding VFD; John Tucker, Interior VFD; Jason White, North Haines VFD (**non-voting appointee/coordinator)

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL: (See above)

4) PUBLIC COMMENTS: Adam Scott, Pennington County Radio Shop, provided an update on radio conversion from Smart Zone format to P25 format. The State will begin making the changes in Rapid City in 2022. The State will begin converting sites in Sioux Falls first, then will be in Rapid City. Everyone in Rapid City should have P25 capable radios by July 2022, with the outlying areas/zones to follow. You will need to be able to switch back and forth between Smart Zone and P25 when you move between zones. It will take approximately one year (July 2022 – July 2023) to convert the whole State. Scott will update daily on what site is being switched. Analogue radios will not be affected.

5) APPROVE AGENDA: Motion to approve 13 November 2019 agenda by McClure, Dustman second. Motion carried.

6) APPROVE MINUTES: Motion to approve 9 October 2019 minutes by Comer, Kobes second. Motion carried.

7) APPROVE FINANCIALS: Motion to approve October financials by McClure, Bubb second. Motion carried.

A) 2020 – 2026 Budget – Please submit ideas for the 2021-2027 budget cycles to Harvey. This includes items needed and/or items/projects that can be cut or reduced. Harvey reported the 2019 year-end budget will be tight as there are several year-end projects to cover to keep them from affecting the 2020 budget: AFG Radios, $5,000; Catron Tower move, $10,000; 5-Year Plan, $8,000; Tahoe hail repair; Pump Testing; IT replacement and updating; Maze repair; etc. Funding was reduced in the 2020 budget, for example, effecting available cost share funding support for pump testing.

2019 Out-of-State Wildfire Response Audit: Harvey said beginning in 2020, the 2019 Work Comp Audit year for out-of-state responses, individual departments that participate will be invoiced directly by the South Dakota Municipal League and not through County Fire. Payments will need to be sent directly to them. If your department participates in out-of-state responses, and you do not pay the out-of-state bill, it can affect your department’s workers comp coverage in the future.
Interior will enter the Pennington County Fire pool in 2020 on a cost share bases, resulting in a minimum increase to the 2020 bill (not to exceed $300). Pennington County Fire will continue cooperating with Meade County on work comp cost sharing.

8) RED CROSS SOUND THE ALARM: Richard Smith and Joe Reiter explained that the purpose of the event, scheduled 18 April 2020, is to install smoke alarms in 150 homes. They are requesting assistance with sharing the information throughout the County as well as installing alarms. The alarms will be installed at no cost. They have a publicity campaign planned to alert people in need and will also work through social service agencies.

9) COMMITTEE REPORTS
   A) FSB Training – Kuenkel said the Firefighter Certification Class continues to move forward and Unit 2 is scheduled to being in January 2020. Schmidt reaffirmed the Black Hills Interagency Training is scheduled 16 May 2020 in Custer State Park.
   B) EM USERS BOARD – Sortland reported the next EMUB meeting is scheduled 10 January.
   C) BH Fire Advisory Board – Tobin reported that Gorton said refinements to the mini mob guide are ongoing. There can be modifications, but it was a wet year and there were few fires, so it was hard to test. White noted that the BHFAB bylaws state the Pennington County Fire Administrator is the organizations secretary and there is no provisions for the east river representative, he will recommend to the BHFAB these two items be changed. The next meeting date will be forwarded when it is available.
   D) Pennington County Fire Chiefs Association – White said the Accountability Tag counts will be shared at the next meeting. They are moving forward with the Accountability BOP which will be voted on at the December meeting. More classes and sessions have been added to the Mid-Winter Muster, scheduled March 8-15 at the University Center in Rapid City. Carlson reminded group that the 2019 SD Fire Chief’s Association Annual Conference is schedule December 6-8 at Tin Lizzie in Deadwood; sleeping rooms available at Cadillac Jacks/Tru. Online registration is open.
   E) SD Public Safety Communications Council – Next meeting is in December. Schmidt advised, 2018 AFG radios and pagers have been ordered. Motorola portables are here, Kenwoods arrive in December, and Swissphone pagers should arrive in December. A programming class will be organized, time, date and location to follow. When the FEMA grant process opens Schmidt will submit for an amendment to allow funding for accessories.

10) OLD BUSINESS
   A) City | County Meetings:
       i) Meade County Fire Association – Bubb stated they are working on an AFG grant for P25 compatible radios.
       ii) Custer County Fire Advisory Board – Next meeting scheduled 14 November.
       iii) Lawrence County Fire Chiefs Association – Nothing to report.

11) NEW BUSINESS
   A) Commissioners Report – Hadcock said the complimentary tickets to the Firefighter Banquet were greatly appreciated by all Commissioners who attended. Additionally, Commissioners DiSanto and Drewes and Sheriff Thom commended everyone for a job
well done. Ground-breaking occurred for a new stalling barn with 85 stalls at the Central States Fairgrounds. Hadcock thanked Harvey for providing fire and life safety input for the new barn from County Fire. Drewes is working on bringing the wheel tax back in February to help with funding roads and bridges. The County Comprehensive Plan is being updated to improve ordinances, rules and regulations, and will include extensive input from County Fire. Special recognition to Butch Kitterman from Wall VFD who was honored with a Butch Kitterman Day Proclamation for 63 years of volunteer service on 5 November 2019.


C) County Fire Fund Request, Pump and Ladder, Battle Creek Fire District – Motion to approve the Battle Creek Fire District Pump and Ladder funding request, minus gauges, for $650.00 by Kobes, Comer second. Motion carried.

D) County Fire Fund Request, Pump and Ladder, North Haines VFD – Motion to approve the North Haines VFD Pump and Ladder $331.50 funding request by Kobes, Comer second. Motion carried.

E) 2020 FSB Meeting Dates – Harvey provided 2020 FSB meeting dates, except for November, which falls on Veteran’s Day. Following discussion, the November FSB meeting will be held on the 18th. 2020 FSB meeting dates: 8 Jan, 12 Feb, 11 Mar, 8 Apr, 13 May, 10 Jun, 8 Jul, 12 Aug, 9 Sep, 14 Oct, 18 Nov, 9 Dec. Motion to approve 2020 FSB meeting dates as presented by McClure, Bubb second. Motion carried.

F) 2020 FSB Meeting Locations – 2020 FSB meeting locations confirmed as follows: Jan = EOC; Feb = EOC; Mar = Doty VFD; Apr = Interior VFD; May = RCFD; Jun = Hill City VFD; Jul = Rapid Valley VFD; Aug = North Haines VFD; Sep = Scenic VFD; Oct = Wasta; Nov = EOC; Dec = EOC.

12) NEW REQUESTS

A) County Fire Fund Request, 5-Year Plan, Scenic VFD – Motion to approve the Scenic VFD 5-Year Plan $4,000.00 funding request by Kobes, McClure second. Motion carried.

13) REQUESTS TO BE ACTED ON

A) County Fire Fund Request, Catron Tower, FIRST READING – Adam Scott, Pennington County Radio Shop reported the owner of the current Kick Tower has requested the County to remove its equipment from the tower. Additionally, it is hard place to work on equipment. Scott recommends the tower be moved to the South Highway 16 water reservoir. Rapid City Fire paging is currently installed there and there would be no rent. Costs would not exceed $10,000.00 to move the repeater, buy new antennas, cables, batteries and other hardware. Motion to approve moving the Catron Tower from Kick Tower to S. Highway 16, at a cost not to exceed $10,000.00, by Kobes, Comer second. Motion carried.

B) County Fire Fund Request, SCBA Maze Repair, FIRST READING – Harvey stated the SCBA Maze needs repairs. Carlson noted there might be an option to partner with the City of Rapid City after the first of the year. Motion to table the request for SCBA maze repairs funding by Carlson, Hadcock second. Motion carried.

14) OTHER BUSINESS

15) NEXT MEETING: 11 December 2019, 1900 | Pennington County EOC, Rapid City

16) ADJOURNMENT: Motion to adjourn at 2005 by McClure, Bubb second. Motion carried.