

# RED FEATHER LAKES FIRE PROTECTION DISTRICT

MAY 12, 2020 -- ZOOM MEETING

## BOARD OF DIRECTORS

### MINUTES

**CALL TO ORDER** 6:00 PM

#### **ROLL CALL**

Fred Ballard, President; Robin Whittington, Vice-President; Caryn Hughes, Treasurer; Jim Machalka, Director; Nancy Kay, Secretary

Brendon Hill, RFL Fire Chief; Dan Alarcon, RFL Assistant Fire Chief; Evan Rau, RFL EMS Officer; Gerry Wagner, President Fire House Supporters; Dan Defibaugh, RFL DEO and RFL Fire House Supporters Director

**GUESTS:** Milton Geiger and David White both representing Poudre Valley Rural Electric Association (PVREA)

#### **APPROVAL OF APRIL 14, 2020 MINUTES**

Caryn made a motion to approve the April 14, 2020 Minutes as written, Fred 2<sup>nd</sup> the motion, all approved

#### **FINANCIAL REPORT**

In our checking account \$105,248.13; in our Colorado Trust \$105,509.54 for a total of \$ 210,757.67

Fred made a motion to accept the financials as received, Nancy 2<sup>nd</sup>, all approved.

#### **CHIEF'S REPORT**

We had 3 calls for April 2020, 3 medical, 0 fire related calls. In April 2019 we had 1 medical & 2 fire related calls. This brings us to a total of 19 calls for 2020 compared to 23 calls in 2019.

Squad one is in and we have been working putting all the lights, sirens, radios and all the accessories on it. At this point we have approximately 300 volunteer man hours put into it. The new brush truck is ready to be picked up hopefully we can get it in the next couple days. Things are going good however it is taking much more time for the installation of stuff than I anticipated. Both trucks will be in service by the end of the month. However, they will not be completed but we can continue working on them throughout the summer.

Budgeting for both trucks was difficult to do so far in advance. Now that we have them there are some things that are a must to make them safe and efficient that is going to cost more money, approximately \$5000.00 per vehicle more. We do have money in other funds that we can reallocate so that we do not go over budget.

We started up in person training with social distancing and face masks this month. We focused on a national fire attack, pulling hose line and putting the engine in pump. It went well combined training with Crystal Lakes is working great.

ESO went live on May 11, a lot of work went into it with setting up the system and training all of our people on how to use it. We do need to cancel emergency reporting the old system next month. Not sure how that is going to work but I will work on it.

The North West Larimer County Fire Chief's (Livermore, Glacier View, Red Feather, Crystal Lakes and Poudre Canyon) did a combined grant through RETAK for filtered respirators and foggers to decontaminate the ambulances and stations. We successfully got the grant \$12,996 total for all five departments. We will be getting respirators for each responder with a couple extra filters and one fogger with disinfectant for our department. This took a lot of work and cooperation with all the fire departments to get this accomplished, we are working together very well, and this is a good thing for future endeavors and working on major incidences. Thank you, Evan Rau, for helping to write this grant.

We need a new laptop for the station and the Supporters have offered to pay for it. I am asking the board for approval for the Supporters to purchase the laptop at a cost of approximately \$1400.00

Caryn made a motion that Bobby ask the Supporters for up to \$1500.00 for a new laptop for the fire department. Nancy 2<sup>nd</sup> this motion. All approved.

Bobby needs to bring the exact specifications for the laptop he wants to Gerry and Gerry will buy it on the Supporters credit card.

## **OLD BUSINESS**

### **RFLFD SUPPORTER'S REPORT**

The Supporter First meeting of 2020 will be next week at 4 pm via zoom (The third Wednesday of the month) May 27.

Gerry is still working on getting the Supporters retroactively reinstated as a 501c3.

The Supporters paid for coveralls as PPE for the Fire Department, close to \$740.00.

Nancy made a motion for Bobby to ask the Supporters for up to \$800.00 for coveralls as PPE, Caryn 2<sup>nd</sup> the motion, all agreed.

### **PVREA BATTERY PLACEMENT** PVREA - David White and Milton Geiger

David White will talk about PVREA's the agreement for battery storage for the Micro grid. It is a ten year agreement, \$600.00 annually with a onetime up front \$500.00, PVREA will pay RFL FPD, for an area no larger than 12' x 20' outside shed, on the South side of our building.

### **ENERGY AUDIT** PVREA – Milton Geiger and David White

Milton (Energy Resources Director) and a colleague Tony Francone (Energy Resource Specialist) spent the better part of the morning at the Fire Station doing a walk through in preparations for a Level 2 Energy Audit. Milton sent by email the findings from the audit, what was found, opportunities for savings and opportunities to get it done. The Energy Audit works is after the walk through, they come up with recommended energy conservation measures. This is based upon the walk through and talking with people who use the building. They come up with their top 9 Recommended Energy Conservation Measures (ECM) for RFL Fire Station. *I took this from the Energy Audit. NK*

## 1.2. Recommended Energy Conservation Measures

| Line Item | ECM Description                           | Electricity Savings (kWh) | Propane Savings (Gal) | Water Savings (Gal US) | Peak Power Savings (kW) | Annualized Power Savings (kW) | GHG Savings (kg CO2) | Initial Investment | Annual Cost Savings | Simple Payback (years) | Savings-to-Investment Ratio (SIR) |
|-----------|-------------------------------------------|---------------------------|-----------------------|------------------------|-------------------------|-------------------------------|----------------------|--------------------|---------------------|------------------------|-----------------------------------|
| 1         | Change Billing to Time-of-Use Rate        | -                         | -                     | -                      | -                       | -                             | -                    | \$100.00           | \$384.21            | 0.26                   | 57.16                             |
| 2         | Properly Seal Bay Doors                   | 56.2                      | 428.8                 | -                      | 0.0                     | 0.0                           | 2,512.1              | \$576.00           | \$672.12            | 0.86                   | 17.36                             |
| 3         | Unplug Unused Refrigerator                | 1,168.0                   | -                     | -                      | 0.4                     | 4.8                           | 725.3                | \$100.00           | \$110.83            | 0.90                   | 16.49                             |
| 4         | Remove Old Ventilation System             | 13.7                      | 398.9                 | -                      | 0.0                     | 0.0                           | 2,313.0              | \$1,200.00         | \$621.60            | 1.93                   | 7.71                              |
| 5         | Install Destratification Fans             | -2,504.0                  | 405.6                 | -                      | 0.0                     | -5.0                          | 788.3                | \$1,197.00         | \$393.11            | 3.04                   | 4.89                              |
| 6         | Add Electric Heaters for Off-Peak Heating | -65,416.0                 | 3,153.5               | -                      | -42.5                   | -160.4                        | -22,403.2            | \$5,417.94         | \$808.74            | 6.70                   | 2.22                              |
| 7         | Lighting and Controls Retrofits           | 8,953.8                   | -56.1                 | -                      | 3.4                     | 40.3                          | 5,235.9              | \$5,836.45         | \$762.39            | 7.66                   | 1.94                              |
| 8         | Add Spray Foam Insulation to Ceiling      | 45.7                      | 362.3                 | -                      | 0.0                     | 0.0                           | 2,121.4              | \$4,550.40         | \$567.72            | 8.02                   | 1.86                              |
| 9         | Install Programmable Thermostats          | 242.8                     | 95.1                  | -                      | 0.0                     | 0.0                           | 700.2                | \$3,150.00         | \$170.92            | 18.43                  | 0.81                              |

LEVEL 2 ENERGY AUDIT

4/22/2020

## 6. ENERGY CONSERVATION MEASURES

### 6.1. ECM Details

#### 6.1.1. Change Billing to Time-of-Use Rate

Fire Hall is currently on the Schedule B – Commercial, Small electric rate. PVREA recommends shifting over to Schedule BTOU – Commercial, Small Time-of-Use rate. While the Fire Hall will be charged a higher rate during peak hours, the reduced rate during non-peak hours makes this measure profitable.

#### 6.1.2. Properly Seal Bay Doors

PVREA observed significant air infiltration around the edges of the bay doors. It is recommended to install proper weatherstripping around the bay doors in order to minimize unwanted air infiltration.

#### 6.1.3. Unplug Unused Refrigerator

PVREA observed a refrigerator in the ambulance bay that was not being used, but was still plugged in. It is recommended to unplug the refrigerator when it is not needed. The refrigerator can be plugged in again when necessary, such as for summer events. If refrigerators are replaced, and the old units are recycled, PVREA offers a \$60 rebate.

#### 6.1.4. Remove Old Ventilation System

PVREA observed that the old ventilation system was still ducted into the exterior wall, resulting in unwanted air infiltration. It is recommended to remove the ventilation system completely and patch up the holes to the exterior. This will eliminate the infiltration of cold air into the facility.

#### 6.1.5. Install Destratification Fans

Since heat rises and Fire Hall has high ceilings, the HVAC equipment must work extra hard to raise the temperature of the air near the ground level (where the thermostats are registering). Destratification fans will take the hot air that has risen to the ceiling and recirculate to the ground level. These fans essentially reduce the overall volume that must be heated to satisfy the space setpoint. PVREA recommends installing three destratification fans rated at least 1/6 HP and 1,000 CFM each.

#### **6.1.6. Add Electric Heaters for Off-Peak Heating**

With the option move to the PVREA Time-of-Use rate, using off-peak electricity to provide supplemental heat for the fire station will be cost effective. In a dual fuel setting, the existing propane systems are retained. The dual fuel option provides redundancy for reliability, while also allowing the Fire Station to make the most economic decision based upon the price of propane. The electric systems would have separate controls, including the appropriate off-peak period. For example, the electric heat would have a higher set point (run first) during all off-peak hours and a lower set point between 4-10 pm, Monday-Saturday. In order to maintain the same heating output as the current propane heaters, PVREA recommends one 10 kW heater in the ambulance bay and two 10 kW heaters in the main truck bay. The cost estimate through RS Means includes significant installation costs, which may not be applicable at the fire station. The addition of off-peak electrification will also allow the Fire Hall to continue to use its full allocation of discounted allocation MyLocal Solar community solar, even with energy efficiency improvements that reduce overall electric consumption.

#### **6.1.7. Lighting and Controls Retrofits**

For a detailed listing of all lighting and control retrofits, please reference the Excel® spreadsheet titled "*Fire Hall\_Lighting Retrofits.*" The estimate from RS Means includes significant electrical work, which may not be applicable to the fire station. PVREA offers substantial rebates for LED lighting upgrades.

#### **6.1.8. Add Spray Foam Insulation to Ceiling**

PVREA observed missing insulation in the transition from interior wall to ceiling. It is recommended to spray 3" closed cell foam here to reduced unwanted heat loss and air infiltration. Insulation should also be added to the

Milton said PVREA would like RFL FPD to agree to the entire package but understands that we may need to do this in phases. Milton said we would pick the Contractor and managing the actual work such as giving access to the building for the contractor's work, PV REA would check the specifications of the products use . Milton also said, if they have a specialist in RFL, they will let us know to have access to this specialist for us to receive a bid.

### **INSURANCE**

Caryn added one of the trucks to the insurance in April for \$882.00 for the year. Caryn will call Vanessa at VISF to get the cards as proof of insurance. Caryn will get the VIN number for the second new vehicle and get that vehicle insured.

### **NEW BUSINESS**

#### **DEO – Dan Defibaugh – Oath of Office**

Dan read the Oath of Office to the re-elected Board members and we repeated after him. WE will fill out the Oath of Office form, Dan will be up Memorial Day weekend to sign them and Nancy will email them to Larimer Clerk/Recorder, Colo. District Court and DOLG.

**ADJOURNMENT** 7:21 pm

Robin made a motion to adjourn, Nancy 2<sup>nd</sup>, all approved.

Respectively Submitted by,

Nancy Kay