



**DEER MOUNTAIN FIRE PROTECTION DISTRICT  
REGULAR BOARD MEETING MINUTES  
6181 COUNTY ROAD 28 - COTOPAXI, CO 81223  
JANUARY 15, 2025 at 6:00 PM**

**DIRECTORS PRESENT:** CJ Allen, Cathy Mask, Laurie McKay and Nancy Mickelson

**CALL TO ORDER:** The meeting was called to order by CJ Allen at 6:02 PM.

**PLEDGE of ALLEGIANCE:** Led by CJ Allen

**PRAYER:** Led by Tamara Jones

**MINUTES APPROVAL:** **Motion** by L. McKay to accept the minutes for the December 18, 2024 Regular Meeting. Second by CJ Allen. Discussion: None. Vote: Unanimous, motion carried.

**TREASURER'S REPORTS:** N. Mickelson (*see supporting documentation*)

December Treasurer's Report:

Checking account balance	\$ 542,004.92
Month deposits	\$ 16,434.17
Income plus beginning balance	\$ 558,259.10
Expenses to date	\$ 314,789.86
Total checking account funds	\$ 243,699.24
Total funds available (12/31/2024)	\$ 880,599.04

**Motion** by N. Mickelson to approve the Treasurer's Report. Second by CJ Allen. Discussion: None. Vote: Unanimous, motion carried.

January Bills Paid Report:

Bills paid through January 15, 2025 \$ 56,501.41

**Motion** by N. Mickelson to approve the Bills Paid Report. Second by L. McKay. Discussion: None. Vote: Unanimous, motion carried.

2025 Budget: (*see supporting documentation*)

**Motion** by N. Mickelson to approve the recently revised 2025 Budget. Second by CJ Allen. Discussion: Budget numbers are consistent with the January 8, 2025 Budget Workshop and will be posted on the website. Vote: Unanimous, motion carried.

Yearly Resolutions: (*see supporting documentation*)

- Resolution 20250117-01 Resolution for Supplemental Budget and Appropriation
  - Resolution 20250117-02 Deer Mountain Fire Protection District 2025 Board Meeting Dates
  - Resolution 20250117-03 Deer Mountain Fire Protection District 72-Hour Meeting Posting Sites
  - Resolution 20250117-04 Deer Mountain Fire Protection District 24-Hour Agenda Notice
- Motion** by N. Mickelson to approve Resolutions 20250117 - 01 through 04. Second by CJ Allen. Discussion: None. Vote: Unanimous, motion carried.
- Audit options
- Motion** by N. Mickelson to approve the DMFPD auditors pursuit of an audit exemption for FY2024. Second by CJ Allen. Discussion: The District may be exempt from a full audit and the costs associated with it because of the \$750,000 threshold amount. The Exemption Letter from the auditor is due by March 31, 2025. Vote: Unanimous, motion carried.

**CHAIRMAN'S REPORT:** CJ Allen

- Announcement - A reminder that board meetings are a public forum. Respectful conduct/language during Public Input is the standard expectation. This legal body will not tolerate inappropriate behavior.
- Grants - Some grants have been selected to pursue. Access and assistance through the Department of Local Affairs (DOLA) portal has been established. A meeting with the DOLA Regional Manager is upcoming. Congressmen Peterson and Commissioner McFall were thanked for taking time to provide grant opportunities.
  1. Funds for the capital improvements for Building C will be applied for to cover up to 55% of the cost through Rural Development/Department of Agriculture.
  2. Funds from the National Institute of Health Administration of Community Aging to support senior-aged communities with health programs and prevention. Assistance with administrative hours, response support, supplies and equipment.
  3. Application for funds from the EMS Council have already been made.
- Internal grant tracker sheet - The spreadsheet will show: what funds are being pursued; the point of contact; actions taken and pending actions etc. This sheet will be available on the website.
- The installation of the new LED sign is based on good weather. Anyone willing to help should contact the board chairman.
- DM cannot send out a wildland fire crew because an engine boss has not yet been hired. However, vehicles are registered for dispatch to Los Angeles and other out-of-state travel. The department will advertise and continue a search for a wildland engine boss.
- A Mutual Aid Agreement meeting is still pending.

- Last year, Fremont County inspected the DMFD Station 1 building. The board's goal is to create usable office space and will be meeting with the county code enforcement officer to review proposed renovations. The Fire Chief is seeking a Safety & Disease Control grant for station ventilation.
- Fremont County meetings with the Sheriff to review the Fire Code and with the Tax Assessor to review a Special Use Tax are planned for February.

**VICE-CHAIRMAN'S REPORT:** N/A

**ASSISTANT TREASURER'S REPORT:** L. McKay

- IT updates - With the goal of an easy transition and improvement of services, L. McKay met with Ward Thorn of Phoenix IT to review email address options, group emails, internet upgrades, security cameras and onboarding with Phoenix IT. The District owns the domain DMFPD.ORG until 2027 and will be renewed with GoDaddy via the department's credit card.  
**Motion** by L. McKay to approve Starlink to provide internet services for Deer Mountain. Second by N. Mickelson. Discussion: The District will remain with Century Link to provide the four-line, phone service. A Century Link service call is needed to improve call quality. Vote: Unanimous, motion carried.

**CGC REPORT:** C. Mask

- Update on current grant opportunities (*already reviewed*)
- C. Mask and T. Jones to meet with a news reporter for a follow-up story on the department and district.

**AGENDA CHANGES:**

- **Motion** by N. Mickelson to establish a Mill Levy Increase Committee to promote the November 2025 ballot initiative. Second by CJ Allen. Discussion: Election consultants will be needed to manage efforts to secure funding for Emergency Medical Services. Department call volume is up from 223 to 268, with the majority of calls for EMS. There are more residents requiring more services. Vote: Unanimous, motion carried.
- Information on the upcoming May 2025 Election for DMFPD Board of Directors is available on the website. The Designated Election Official (DEO) is Steve Reiling. Self-nomination forms are due by February 28, 2025.

**PUBLIC INPUT:** (*see supporting documentation*)

- Scott Hanlon commented as the voice of many in the community. He suggested the positive direction of the department and indicated the right person for the Assistant Fire Chief position was hired to improve the department. Commented on confidence that years of progress are ahead and that the past has passed.

**STATION REPORTS:** T. Jones

- Eight total calls thus far in 2025 (EMS - six and Fire - two). The department has been quiet and response ready.
- The recent 5-hour CPR training had 12 participants.
- Dante Jubert will participate in Wilderness First Aid Training at Desert Mountain Medicine with continued support from Mark and Sarah Anderson. He will bring this useful training and knowledge back to the department.

**OLD UNFINISHED BUSINESS:**

- DMFPD is still seeking a trained wildland engine boss.

**ANNOUNCEMENTS:**

- Next regular board meeting is scheduled on February 19, 2025 at 6:00 PM.

**ADJOURNMENT:**

The meeting was adjourned by CJ Allen at 7:10 PM.

Respectfully submitted,  
Anita Gregg, recording secretary

Supporting documentation:  
Profit & Loss Budget Performance  
Bills Paid  
2025 Approved Budget  
Resolution 20250117-01  
Resolution 20250117-02  
Resolution 20250117-03  
Resolution 20250117-04  
Sign-in Sheet