



**DEER MOUNTAIN FIRE PROTECTION DISTRICT**  
**REGULAR BOARD MEETING MINUTES**  
**6181 COUNTY ROAD 28, COTOPAXI, CO 81223**  
**October 20, 2021 at 6:00 PM**

**CALL TO ORDER:** The meeting was called to order by Sharon Zuidema at 6:00 PM.

**DIRECTORS PRESENT:** Chairman, Sharon Zuidema - Vice Chairman, Kathy Reese - Treasurer, Sherry Hastings

**DIRECTOR ABSENT:** Insurance Director, Carl Jones

**PRAYER:** Led by JR Niblett

**PLEDGE of ALLEGIANCE:** Led by Sharon Zuidema

- New Board Member - Cheryl Kelsey provided information about her life experience.  
Motion by Sharon Zuidema to appoint Cheryl Kelsey as a member of the board.  
Second by Kathy Reese - Discussion: None - Vote: Unanimous, motion carried  
Cheryl Kelsey took the Oath of Office - *see attachment*

Motion by Sherry Hastings to approve Cheryl Kelsey as Board Treasurer as of the end of this meeting.  
Second by Kathy Reese - Discussion: None - Vote: Unanimous, motion carried

- Removal of Board Member  
Motion by Sharon Zuidema to remove Carl Jones as a board member due to lack of participation.  
Second by Kathy Reese  
Discussion: Carl Jones has been absent for five consecutive board meetings.  
Vote: Unanimous - motion carried

**CHANGE TO THE AGENDA:**

1. Sharon Zuidema requested to add *Board Election* under the chairman's report.
2. Sherry Hastings requested to add *2022 Budget Hearing* under the treasurer's report.

**MINUTES:** Sharon Zuidema

- Motion by Sharon Zuidema to approve the September 15, 2021 regular board meeting minutes.  
Second by Sherry Hastings - Discussion: None - Vote: Unanimous, motion carried

**TREASURER'S REPORT:** Sherry Hastings - *see attachments*

- Treasurer's report

Checking account balance as of September 1, 2021	\$ 551,449.15
Month of September deposits	\$ 54,590.52
Income plus beginning balance	\$ 606,039.67
Expenses to date	\$ 89,391.49
Total checking account funds	\$ 516,648.18
Emergency Reserves	\$ 50,429.82
Capital Improvements	\$ 19,839.27
Engine Debit Account	\$ 8,274.14
Total funds available (9/30/2021)	\$ 595,191.41
- October 2021 Bill's Paid Report

Checking account balance as of October 1, 2021	\$ 507,066.34
Income thus far in September	\$ 24,020.03
Total income plus beginning balance	\$ 531,086.37
Total expenses to date	\$ 71,457.09
Current checkbook balance (10/20/2021)	\$ 459,629.28

Motion by Sherry Hastings to approve the September 2021 Treasurer's Report.  
Second by Sharon Zuidema  
Discussion: A reminder that report details are available.  
Vote: Unanimous - motion carried

Motion by Sherry Hastings to accept the October 20, 2021 Bill's Paid Report.

Second by Sharon Zuidema  
Discussion: Checks and invoices are available for review.  
Vote: Unanimous - motion carried

A budget workshop to amend/realign this year's budget is scheduled for November 10, 2021 at 1:00 PM in the community room. The workshop is open to the public.

Motion by Sherry Hastings to place a hearing notice in the newspaper for the 2022 Budget.  
Second by Kathy Reese - Discussion: None - Vote: Unanimous, motion carried

Motion by Sherry Hastings to approve Resolution 20211020-01 to add/remove bank account authorization -  
*see attachment*  
Second by Kathy Reese - Discussion: None - Vote: Unanimous, motion carried

Motion by Sherry Hastings to approve Resolution 20211020-02 determining 2022 meeting dates and times -  
*see attachment*  
Second by Kathy Reese - Discussion: None - Vote: Unanimous, motion carried

Motion by Sherry Hastings to approve Resolution 20211020-03 determining the 24 hour agenda notice posting for regular meetings - *see attachment*  
Second by Sharon Zuidema  
Discussion: Note that agendas are normally posted 48 hrs in advance on the website and board.  
Vote: Unanimous - motion carried

Motion by Sherry Hastings to approve Resolution 20211020-04 determining the 72 hour agenda posting for special meetings - *see attachment*  
Second by Sharon Zuidema  
Discussion: Note that three posting locations are required per the SDA.  
Vote: Unanimous - motion carried

Motion by Sherry Hastings to approve the posting the boundary map on the DOLA website - *see attachment*  
Second by Kathy Reese  
Discussion: Boundaries have not changed.  
Vote: Unanimous - motion carried

Statement by Sherry Hastings - *see attachment*  
Motion by Sharon Zuidema to accept her resignation as board treasurer  
Second by Kathy Reese - Discussion: None - Vote: Unanimous, motion carried

Motion by Cheryl Kelsey to approve Sherry Hastings to continue wildland payroll, record keeping and to work with Karen McKee for the remainder of the 2021 wildland fire season.  
Second by Sharon Zuidema - Discussion: None - Vote: Unanimous, motion carried

**PUBLIC INPUT:** - *see attachment*

1. Patrick Smith announced that an amateur radio class will be held November 13 & 14 in the community room to obtain a license. Brochures are available. A cost of \$14 is charged for testing.
2. Karen McKee welcomed Cheryl Kelsey. Reminded that all board work has to be publicly voted on at a properly announced meeting. All board members are responsible. Her research indicated that:
  - a. Past board chairman Bill Mohr was never authorized to enter into any agreement for a truck purchase. Cost to taxpayers was \$1500.
  - b. Transfer of Station 3 to Indian Springs Landowner's Association was not legal. The sale of a district asset was not transparent to the taxpayers. Posted documents on the website are invalid and not signed.

**CHAIRMAN'S REPORT:** Sharon Zuidema

(**Action item** for Sharon Zuidema to add Indian Springs agreements to the November meeting agenda.)

- Liability Insurance  
Motion by Sharon Zuidema to approve the liability insurance quote.  
Second by Kathy Reese  
Discussion: Quote is 46 pages for one year's coverage for board members' liability. After the request was sent out for bid, only one quote for \$3000 was returned.

**(Meeting was suspended for approx. 12 minutes due to a medical emergency.)**

Discussion continued: An early cancellation, with 20 days notice, is permitted without penalty.  
Amended motion by Sharon Zuidema to approve the liability insurance quote with the understanding that the board can cancel the policy with 20 days notice if another, more competitive, insurer is found.

Second by Kathy Reese

Discussion: None

Vote: Sharon Zuidema - yes, Kathy Reese - yes, Sherry Hastings - no (will not commit the district to this \$3000 obligation), Cheryl Kelsey - no (never received a copy of the quote) - motion failed.

Motion by Sharon Zuidema to continue to seek out another insurance company that covers board member liability.

Second by Kathy Reese - Discussion: None - Vote: Unanimous - motion carried

- EMS Mutual Aid with Custer County - Continued **action item** for Sharon Zuidema and JR Niblett to meet with Custer County EMS.
- Website Updates - none
- Donation PayPal - Continued **action item** for Sharon Zuidema to research.
- Board Election - Note that all board members are up for election in May 2022. Next month a calendar of election requirements will be available.

**COMMUNICATIONS REPORT:** None

**INSURANCE REPORT:** None (see Chairman's Report)

**VICE-CHAIRMAN'S REPORT:** Kathy Reese - *see attachment of final drafts*

- Motion by Kathy Reese to accept the changes as written to Section 8, Paragraph (a)  
Second by Sharon Zuidema  
Discussion: Incorrect notation - should be Title 32, not Title 1  
Amended motion by Kathy Reese to accept the changes as written to Section 8, Paragraph (a) pending correction of Title notation.  
Second by Sharon Zuidema  
Discussion: Incomplete information on website.  
Vote: Unanimous - motion carried
- Motion by Kathy Reese to accept the changes as written to Section 8, Paragraph (g)  
Second by Sharon Zuidema - Discussion: None - Vote: Unanimous, motion carried
- Motion by Kathy Reese to accept the changes as written to Section 8, Paragraph (n)  
Second by Sharon Zuidema  
Discussion: No board vote was taken to combine Communication and Construction, nor to create an Assistant Treasurer position. The title President is not used by the board.  
Amended motion by Kathy Reese/Sharon Zuidema to postpone/table the changes to Section 8, Paragraph (n); Paragraph 8 , Section (o); and Section 8 Paragraph (h) pending corrections.  
Second by Sharon Zuidema. No further discussion.  
Vote: Unanimous - motion carried
- Motion by Kathy Reese to accept the changes as written to Section 8, Paragraph (k)  
Second by Sharon Zuidema  
Discussion: The title President is not used by the board. SDA uses this title.  
Amended motion by Kathy Reese to postpone/table the changes to Section 8, Paragraph (k) pending corrections.  
Second by Sharon Zuidema. No further discussion.  
Vote: Unanimous - motion carried
- Motion by Kathy Reese to postpone/table the changes to Section 8, Paragraph (q) pending corrections.  
Second by Sharon Zuidema. No further discussion.  
Discussion: Change "a" to "the" in the first sentence. Board is responsible for employees and volunteers.  
Amended motion by Kathy Reese to postpone/table the changes to Section 8, Paragraph (q) pending review.  
Second by Sharon Zuidema. No further discussion.  
Vote: Unanimous - motion carried

**Construction Updates:** Sherry Hastings

P Path/Station 4: The board heard comments about the initial plans, approved by the board of county commissioners, for the substation.

Sherry Hastings advised that the cost of the remainder of the building is unknown; the staffing for the building is no longer available; and the district should not move forward, but put the real estate up for sale. **Action item** for Sharon Zuidema to add to the November agenda.

**OLD OR UNFINISHED BUSINESS:** Sherry Hastings requests followup on action items.

- Hazardous waste - Original agenda included hazardous material cleanup. This item was removed by Sharon Zuidema at the request of JR Niblett. Board members were not advised.
- Fire Chief position - An update is needed. No resignation letter received or advertisement published.
- Station 4 - Until the issues are resolved an update must be provided.
- Board vacancies - An update is needed on the open position.
- Per diem from Tallahassee and Larkspur fire departments - An update is needed on the unresolved reimbursement to Deer Mountain.

**Wildland Update:** Sherry Hastings - *see attachment*

Paperwork handling is arduous. Wildland fires need accurate monitoring for reimbursement. The board needs to review the future need for another wildland truck purchase.

Sharon Zuidema thanked Sherry Hastings for her contribution to the board.

**STATION REPORTS: FIRE & EMS:** JR Niblett

- Fire/EMS runs and training hours: Responded to a total of 21 calls.

#	Description
9	EMS ambulance transports
8	- Transport to St Thomas More
1	- Transport to Heart of the Rockies
3	Transport via REACH
7	EMS call - patient not transported

#	Description
2	Fire calls
2	- Smoke investigations
122	Hours of EMS training
60	Hours of Fire training

- Wildland - One truck currently in San Bernardino, CA.
- No new hires.
- No new contracts.

**NEW BUSINESS:** Special notice - JR Niblett

1. The firechief thanked the team of Jon Oldfield, Howard Dixon and Tait Parsons and recognized them for their outstanding efforts on a recent medical call. The volunteers were presented with a gift of appreciation and a fireman’s challenge coin. The board also thanked these volunteers for their dedication.
2. Sherry Hastings turned over keys to Cheryl Kelsey.

**ANNOUNCEMENTS:**

The next board meeting is November 17, 2021 at 6:00 PM.

**ADJOURNMENT**

Motion by Sharon Zuidema to adjourn the meeting.

Second by Kathy Reese - Discussion: None - Vote: Unanimous, motion carried

Meeting adjourned a 7:45 PM

Respectfully submitted,  
Anita Gregg, secretary

*(Supporting documentation to these minutes available upon request.)*