



**DEER MOUNTAIN FIRE PROTECTION DISTRICT  
REGULAR BOARD MEETING MINUTES  
6181 COUNTY ROAD 28, COTOPAXI, CO 81223  
July 20, 2022 at 6:00 PM**

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

**DIRECTORS PRESENT:** Kathy Reese and Sherry Hastings

**DIRECTOR ABSENT:** Gretchen Abel

**PRAYER:** Led by Rick Cleveland

**PLEDGE of ALLEGIANCE:** Led by K. Reese

**CHANGES TO THE AGENDA -** None

**MINUTES:** K. Reese

- Motion by K. Reese to approve the June 15, 2022 regular board meeting minutes.  
Second by S. Hastings - Discussion: None - Vote: Unanimous, motion passed.
- Motion by K. Reese to approve the July 2, 2022 special board meeting minutes.  
Second by S. Hastings - Discussion: None - Vote: Unanimous, motion passed.

**TREASURER'S REPORT:** S. Hastings (*see attachments*)

- June Treasurer's report

Checking account balance as of June 1, 2022	\$ 866,730.54
Month of June deposits	\$ 23,021.67
Income plus beginning balance	\$ 889,752.21
Expenses to date	\$ 120,691.47
Total checking account funds	\$ 769,060.74
Emergency Reserves	\$ 53,429.82
Capital Improvements	\$ 47,839.27
Engine Debit Account	\$ 7,469.00
Total funds available (6/30/2022)	\$ 877,798.83
- July 2022 Bill's Paid Report

Checking account balance as of July 1, 2022	\$ 877,798.83
Income thus far in July	\$ 38,175.80
Total income plus beginning balance	\$ 915,974.63
Total expenses to date	\$ 48,577.51
Current checkbook balance (7/16/2022)	\$ 867,397.12
- Motion by S. Hastings to approve the June Treasurer's Report.  
Second by K. Reese - Discussion: None - Vote: Unanimous, motion carried.
- Motion by S. Hastings to accept the July Bills Paid Report.  
Second by K. Reese - Discussion: None - Vote: Unanimous, motion carried.

S. Hastings commented on processes outside of the norm, increased spending, profit and loss inaccuracy and that expenses have been placed in incorrect accounting categories. These will be corrected by the August 2022 meeting. Purchase Orders need to be submitted to the Treasurer prior to board meetings.

K. Colvin commented that he is handling the county grant. **ACTION ITEM** for K. Colvin to provide accurate and current grant expenditure information to S. Hastings. Noted supply challenges.

- Motion by S. Hastings to approve the replacement window on wildland truck #432 at a cost of \$508.78.  
Second by K. Reese - Discussion: None - Vote: Unanimous, motion carried.
- Motion by S. Hastings to approve the reimbursement to Jerry St. John in the amount of \$7.54 for the purchase of spark plugs for engine #461.  
Second by K. Reese - Discussion: None - Vote: Unanimous, motion carried.
- Motion by S. Hastings to approve the purchase order that includes: spark plugs, cleaner, mirror on truck #442 and mud flap, extra spark plugs for pump, hose washer and garden hose; but not trimmer & mower expenses.  
Second by K. Reese  
Discussion: Price review needed for trimmer and mower. - Vote: Unanimous, motion carried.
- Motion by S. Hastings to pay for all repairs needed on wildland truck #431.

Second by K. Reese

Discussion: Truck #431 at this time is not scheduled to go back out. - Vote: Unanimous, motion carried.

- Motion by S. Hastings to expend capital improvement funds not to exceed \$35,000 for truck replacement.  
Second by K. Reese

Discussion: Funds needed for deposit. **ACTION ITEM** for K. Colvin to negotiate and organize purchase. -  
Vote: Unanimous, motion carried.

- Motion by S. Hastings to approve the purchase of firefighter foam at a cost not to exceed \$2,337.50.  
Second by K. Reese

Discussion: Now only a single type of foam. 10 gallons remain in inventory. - Vote: Unanimous, motion carried.

- Motion by S. Hastings to approve the purchase order submitted by Jerry St. John that includes: Simple Green, 2-cycle oil, gloves, zip ties, tape etc.

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

- Motion by S. Hastings to approve the purchase order of DEF not to exceed \$315.  
Second by K. Reese - Discussion: None - Vote: Unanimous, motion carried.

- Board provided permission to run diagnostics on the truck that has a "check engine" light on.

**ACTION ITEM** for K. Colvin to provide an inventory of wildland gear to S. Hastings.

- Motion by S. Hastings to approve the purchase order of 20 Motorola radio batteries at a cost not to exceed \$850.  
Second by K. Reese - Discussion: None - Vote: Unanimous, motion carried.

- Motion by S. Hastings to approve the purchase of cleaning supplies for the community building at a cost not to exceed \$250.

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

Wildland Update: S. Hastings (*see attachments*)

Fire Department in Pueblo called JR Niblett looking for an engine boss because they could not reach anyone at Deer Mountain FD. Lack of responsiveness by the department cannot continue. Phil Stevens did not sign an agreement prior to leaving. **ACTION ITEM** for R. Cleveland to follow up with P. Stevens to sign an agreement.

- Motion by S. Hastings to accept the DMFPD National Fire Incident Payment Agreement.

Second by K. Reese

Discussion: Wildland firefighters must contact S. Hastings prior to departure. - Vote: Unanimous, motion carried.

### **Fuel**

**Q-** Why did DM get such a large fuel bill? **A-** Someone was stealing fuel?

**Q-** Was a police report filed? **A-** No. Problem was resolved internally. Board recommendation to notify law enforcement in the future.

### **Pinnacle**

Audit should have been completed January 2022. **ACTION ITEM** for R. Cleveland to complete as soon as possible.

### **Spending**

Even though funds are in a budget category, all spending requires board approval. S. Hastings willing to provide guidance.

### **PUBLIC INPUT:** (*see attachment*)

1. Jerry St. John - Thanked past employees and board members who are stepping up to help move the district forward.

### **CHAIRMAN'S REPORT:** None

### **VICE-CHAIRMAN'S REPORT:** K. Reese

- Motion by K. Reese to approve S. Hastings to perform Wildland Payroll and to process the expenses of the crews for the remainder of this wildland fire season.

Second by K. Reese

Discussion: Clarification that Wildland Billing is completed by K. McKee. - Vote: Unanimous, motion carried.

K. Colvin requested a district W9 for the county. **ACTION ITEM** for S. Hastings to provide document.

### **COMMUNICATIONS REPORT:** None

**ASSISTANT TREASURER'S REPORT:** None - G. Abel will be in attendance at the next board meeting.

**STATION REPORTS: FIRE & EMS:** R Cleveland

- Responded to a total of 18 calls. - *see attachment*
- \$1,000 billed for crew standby on hazmat removal.
- New EMT, Nate Smith, needs field experience.
- Three wildland crews are out. **ACTION ITEM** for K. Colvin to clear up the accurate phone numbers for calls.
- Motion by K. Reese to approve the Mutual Aid Agreement with the Fremont County Sheriff's Office. - *no attachment*  
Second by S. Hastings  
Discussion: Must be renewed each year. - Vote: Unanimous, motion carried.

**OLD OR UNFINISHED BUSINESS:**

- Inventory on wildland is complete.
- Motion by K. Reese to dismiss further action on Public Meeting Rules.  
Second by S. Hastings  
Discussion: Has been addressed in by-laws. - Vote: Unanimous, motion carried.
- Motion by K. Reese to postpone the Mill Levy Initiative till 2023.  
Second by S. Hastings  
Discussion: Not enough information in place for the Board or the DM community to hold a successful initiative. -  
Vote: Unanimous, motion carried.
- Motion by K. Reese to defer any Wildland Staff Year-End Bonuses for the year 2022.  
Second by S. Hastings  
Discussion: Wildland staff got a pay increase. Trucks still get the same hourly rate of \$109/hr. K. Colvin suggested writing to the Division of Fire Safety. - Vote: Unanimous, motion carried.
- Motion by K. Reese to dismiss the hiring of a bookkeeper for DMFPD.  
Second by S. Hastings  
Discussion: Not necessary and an increased expense. - Vote: Unanimous, motion carried.

**ANNOUNCEMENTS:** Next regular board meeting scheduled for August 17, 2022 at 6:00 PM.

**ADJOURNMENT:**

- Motion by K. Reese to adjourn the meeting at 7:19 PM.  
Second by S. Hastings - Vote: Unanimous, motion carried.

Respectfully submitted,  
Anita Gregg, secretary

<p><i>Supporting documents:</i>  - <i>Treasurer's Report</i>  - <i>Bills Paid Report</i>  - <i>Wildland Update</i>  - <i>Wildland Contract</i>  - <i>Sign-up Sheet</i>  - <i>Station Report</i>  - <i>Mutual Aid Agreement</i>  (<i>not provided</i>)</p>
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