



**DEER MOUNTAIN FIRE PROTECTION DISTRICT  
REGULAR BOARD MEETING MINUTES  
6181 COUNTY RD. 28, COTOPAXI, CO 81223  
January 15, 2020 at 6:00 PM**

**CALL TO ORDER:** The meeting was called to order by Mike Kevilus at 6:01 PM.

**DIRECTORS PRESENT:** Mike Kevilus, Elaine Foster, Kala Fritsche and Sherry Hastings

**PRAYER:**

**PLEDGE of ALLEGIANCE:** Led by Mike Kevilus

**CHANGES TO THE AGENDA**

- Motion by Sherry Hastings to add to the agenda the review of the board's bookkeeping service and the W-2 and 1099 distribution.  
Second by Elaine Foster  
Discussion: None  
Vote: Unanimous - motion carried.

Clarifications by Elaine Foster:

- The Executive Session scheduled at the end of this meeting must by law identify the person involved in the Executive Session and that the name appear on the agenda. Robert Themel asked that the upcoming Executive Session be open to the public.
- Notification must be posted on the website 24 hrs prior to any public meeting with specific agenda information if available.

**MINUTES:**

- Motion by Elaine Foster to approve the December 18, 2019 regular meeting minutes, the December 27, 2019 and January 9, 2020 special meeting minutes. However, the members of the board will need more time to review the minutes for the recent December 27, 2019 and January 9, 2020 meetings.  
Revised motion by Elaine Foster to approve only the December 18, 2019 regular meeting minutes.  
Second by Mike Kevilus  
Discussion: none  
Vote: Unanimous - motion carried.

**TREASURER'S REPORT:** *see attachments*

- Checking account balance as of December 1, 2019	\$ 307,806.74 (Bank of the San Juans)
Month of December deposits	\$ 22,573.06
Expenses for December	\$ 26,598.81
Balance at the end of December	\$ 303,780.99
Emergency Reserves	\$ 50,429.82
Capital Improvements	\$ 19,839.27
Engine Debit Account	\$ 1,204.24
Total funds available (12/31/2019)	\$ 375,254.32

**Bills Report:**

Checking account balance as of January 1, 2020	\$ 303,780.99
Income thus far in January	\$ 100.00
Expenses thus far in January	\$ 42,261.05
Current balance	\$ 261,691.94

- Motion by Sherry Hastings to approve the Treasurer's Report and pay the bills  
Second by Kala Fritsche  
Discussion: none  
Vote: Unanimous - motion carried.

**Items from the Treasurer:** Sherry Hastings

- DM staff received W2 documents. On the back of the envelope is a pink notice indicating tha the staff member has until January 27, 2020 to notify the treasurer if corrections are necessary. 1099 forms will be coming soon.
- The January 3, 2020 letter from Graham & Associates PC was read and reviewed. - *see attachments*
- Motion by Sherry Hastings to approve two forms to be completed by fire department staff - Emergency Contact Information Form and Authorization for release of Confidential Information. - *see attachments*  
Second by Mike Kevilus  
Discussion: none  
Vote: Unanimous - motion carried.
- A Bill Request form must be completed by the fire or EMS staff. This form is all that is required for the billing company. - *see attachments*
- Motion by Sherry Hastings to set a special public meeting of the budget committee on February 6, 2020 at 2:00 PM to develop the DMFPD 2020 budget.  
Second by Mike Kevilus  
Discussion: The committee members are yet to be determined.  
Vote: Unanimous - motion carried.
- Motion by Sherry Hastings for the chairman along with Sherry Hastings to speak with the suggested replacement bookkeeper recommended by Graham & Associates.  
Second by Elaine Foster  
Discussion: None  
Vote: Unanimous - motion carried.

**PUBLIC COMMENT:** The board heard comments and questions from many in attendance. The following is a summary of topics/concerns that were brought before the board:

- Board transparency notice not found	- Request for election clarification/information	- Was Thomas Adams forcibly removed?
- Amending approved minutes	- Alternate communications (non website)	- Request for reinstatement of Thomas Adams
- Unposted, emergency meeting of January 9	- New website management	- Board action/vote required on staff removal
- Request for election information	- Background checks of board members	- Structure protection fire experience
- Privacy and storage of staff medical records	- Who does what on DMFPD board?	- Citizens oversight recommendation
- Citizens oversight recommendation	- Credentials of board members	- Employee handbook signoff
- HR representative board position	- What if subdivisions leave Deer Mountain?	- Title 32 questions
- Questions about any criminal background of board members	- Allegation of tampering with evidence	

**ADJOURNMENT**

Motion by Mike Kevilus to suspend the meeting until Friday, January 17, 2020 at 1:00 PM.

Second by Elaine Foster

Discussion: Friday at 1:00 PM is during working hours and viewed as a problem. Bingo is scheduled in the evening.

Meeting adjourned at 7:18 PM.

Respectfully submitted,

Anita Gregg, secretary

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