



DEER MOUNTAIN FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING MINUTES
6181 COUNTY ROAD 28, COTOPAXI, CO 81223
December 21, 2022 at 6:00 PM

CALL TO ORDER: The meeting was called to order by Kathy Reese at 6:01 PM.

DIRECTORS PRESENT: Kathy Reese and Sherry Hastings

DIRECTOR ABSENT: Gretchen Abel

PRAYER: Led by Rick Cleveland

PLEDGE of ALLEGIANCE: Led by K. Reese

2022 BUDGET HEARING: S. Hastings

This public hearing is to amend the DMFPD annual budget. The Supplemental Budget Amendment Hearing was advertised in our paper of record, the Canon City Daily Record on December 7, 2022, ad #1931397 notifying members of DMFPD that they may review the budget and file any objections. The Proposed 2022 Supplemental Budget Amendment has been posted on the bulletin board for review since December 7, 2022, to my knowledge no objections have been filed.

Q - Does anyone present have any objections or questions to the 2022 budget? A - None.

Motion by S. Hastings. As there are no changes to the Proposed 2022 Supplemental Budget Amendment as presented from either board members or the public, I motion to pass Resolution 20221221-01 to adopt the 2022 Supplemental Budget Amendment reflecting revenues of \$1,413,262.95 and expenditures of \$1,407,883.20. This resolution was circulated to the board prior to this meeting for review. Second by K. Reese - Discussion: Actual 2022 expenditures are finalized on January 1, 2023. Budgeted amounts must not be exceeded. Vote: Unanimous, motion carried.

CHANGES TO THE AGENDA -

- S. Hastings requests the addition of three items - FAMILI, purchase reimbursement request and truck repairs.

MINUTES APPROVAL

- Motion by K. Reese to approve the meeting minutes of November 16, 2022.
Second by S. Hastings - Discussion: None - Vote: Unanimous, motion carried.

TREASURER'S REPORT: S. Hastings

November **Treasurer's report** - *see attachment*

Checking account balance as of November 1, 2022	\$ 852,930.52
Month of November deposits	\$ 15,210.76
Income plus beginning balance	\$ 868,141.28
Expenses to date	\$ 36,013.74
Total checking account funds	\$ 832,127.54
Emergency Reserves	\$ 62,429.82
Capital Improvements	\$ 56,839.27
Engine Debit Account	\$ 6,955.56
Total funds available (11/30/2022)	\$ 958,352.41

December 2022 **Bill's Paid Report** - *see attachment*

Checking account balance as of December 1, 2022	\$ 832,127.54
Income thus far in December	\$ 8,006.72
Total income plus beginning balance	\$ 840,134.26
Total expenses to date	\$ 9,456.29
Current checkbook balance (12/21/2022)	\$ 830,677.97

Motion by S. Hastings to approve the November Treasurer's Report.
Second by K. Reese - Discussion: None - Vote: Unanimous, motion carried.

Motion by S. Hastings to approve the December Bills Paid Report.
Second by K. Reese - Discussion: None - Vote: Unanimous, motion carried.

Wildland Update: Total net income is \$162,870.54. Reminder that Wildland pays for itself. Note on truck is \$26,000, expenses of \$44,382.63 bringing the actual income of \$92,487.91. - *see attachment*

FAMLI: (FAMLI provides Colorado employees with twelve weeks of paid family and medical leave funded through a payroll tax.) Starting January 1, 2023, there will be an employee payroll deduction of .45%. The matching .45% paid by the employer applies only if there are 10+ employed. DM payroll does not exceed 10 employees. Information provided to the Fire Chief.

Purchase/Reimbursement Requests: Reminder that funds within a budget category does not give authorization to spend. Call the Treasurer, S. Hastings for authorization as needed.

J. St. John provided clarification that the new truck required additional repairs that were outside of the breakdown that occurred when returning from PA. The reimbursement check for J. St. John is available.

Motion by S. Hastings to reimburse the DM Firefighter Association \$258.75 for roadside assistance on engine #412. Second by K. Reese - Discussion: None - Vote: Unanimous, motion carried.

R. Cleveland provided clarification that "Refusal to Transport" forms could not be located. Additional forms needed to be ordered.

Motion by S. Hastings to approve the purchase of a steel drum plug lock not to exceed \$75 to secure the fuel tank. Second by K. Reese - Discussion: Fuel has again been stolen. This theft was reported and investigated.

ACTION ITEM for R. Cleveland to provide a police report/information to the board. An enclosure for the tank is considered. Vote: Unanimous, motion carried.

Motion by S. Hastings to purchase items (Flexseal etc.) to repair #451 not to exceed \$300.

Second by K. Reese - Discussion: Repair recommendation from S. Decker - Vote: Unanimous, motion carried.

Motion by S. Hastings to pay Sarah Anderson for instruction of a CPR class that has already taken place in the amount of \$140. Second by K. Reese - Discussion: Seven class participants at \$20/each. - Vote: Unanimous, motion carried.

Motion by S. Hastings to approve the reimbursement to the DMFD FireFighter Fund for the cost of two Volunteer FireFighter Kits and promotional materials in the amount of \$1,338.04.

Second by K. Reese - Discussion: Kits and other materials are used for fire prevention presentations at schools and other events. Staff clarified kit contents. - Vote: Unanimous, motion carried.

Truck Repairs:

Motion by S. Hastings to approve fire department permission to service and repair trucks in amounts not to exceed \$1,500 as long as the treasurer is notified in advance.

Second by K. Reese - Discussion: Similar motion was passed some time ago. The change of personnel and board members requires this motion to be brought forward again. - Vote: Unanimous, motion carried.

- **PUBLIC COMMENT:** None
- **CHAIRMAN'S REPORT:** None

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

The Oath of Office and Employment Contract documents (*see attachments*) should have been provided last month. K. Reese apologized for the omission.

Fire Chief Wages/Contract:

Motion by K. Reese to approve the increase of the Fire Chief wages to \$28,392/year beginning Jan 2023.

Second by S. Hastings - Discussion: Covers minimum wage increase. - Vote: Unanimous, motion carried.

Motion by K. Reese to accept the revised Fire Chief Contract that reflects the salary change.

Second by S. Hastings - Discussion: None - Vote: Unanimous, motion carried.

Oath of Office taken by R. Cleveland.

Resident Questions/Answers: - *see attachment*

S. Hastings will seek grant items clarification from Fremont County.

- **CGC REPORT:** None
- **ASSISTANT TREASURER'S REPORT:** None

STATION REPORTS: R. Cleveland

Hiring Lieutenant: Fire Chief would like to hire an assistant to help with fire department responsibilities. Motion by S. Hastings to approve Dave Nowlan as Assistant to the Chief beginning January 1, 2023 at a rate \$250/month.

Second by K. Reese - Discussion: Rank/Position is Lieutenant - Vote: Unanimous, motion carried.

Fire/EMS: Responded to a total of 21 calls. There were 15 total EMS calls, 1 MVA, 1 Chimney Fire, 1 Car Fire, 1 Smoke Investigation, 1 Mutual Aid w/Wet Mountain FD and 1 Mutual Aid w/Howard FD.

New Hires/Volunteers: Three new volunteer firefighters- Scott Dodge, Zach Taylor and Scott Hamlin.

EMT Training/Information: Upcoming trainings on the first Tuesday (January 3) at 6:00 PM and the third Saturday (January 21) at 9:00 AM.

OLD UNFINISHED BUSINESS: None

ANNOUNCEMENTS: Next regular board meeting scheduled for January 18, 2023 at 6:00 PM.

ADJOURNMENT:

- Motion by K. Reese to adjourn the meeting at 7:03 PM.
Second by S. Hastings - Discussion: None - Vote: Unanimous, motion carried.

Respectfully submitted,
Anita Gregg, secretary

Supporting documents:
- Resolution 20221221-01
- Treasurer's Report
- Bills Paid Report
- P/L Budget Performance
- ~~Wildland~~ Update
- Oath of Office
- Employment Agreement
- Answers to November
public comments