



DEER MOUNTAIN FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING MINUTES
6181 COUNTY ROAD 28, COTOPAXI, CO 81223
August 18, 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

AUDIT: The draft of the 2020 Deer Mountain Fire Protection District Audit compiled by independent auditors, Garren, Ross & DeNardo, Inc. was presented to the board by Andrew Wolf. The final analysis is that DMFPD is in a good financial position.

- Motion by Sherry Hastings to approve the draft audit as presented by Andrew Wolf.
Second by Kathy Reese
Discussion: None
Vote: Unanimous - motion carried

Q - The board voted in May 2021 to place National Fire Income into a separate account. Can these funds be used as the board directs? A - Yes.

CHANGE TO THE AGENDA: Sharon Zuidema requests to add board position opening to the Chairman's Report.

MINUTES: Sharon Zuidema

- Motion by Sharon Zuidema to approve the July 21, 2021 regular board meeting minutes.
Second by Kathy Reese
Discussion: None
Vote: Unanimous - motion carried

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

Clarification: The Treasurer's Report includes checks written last month. The Bill's Paid Report includes prepared checks with documentation available from the Treasurer and awaiting approval. Note that checks on the Bill's Paid Report are not included on the Profit/Loss Budget Performance statement.

- Treasurer's report

Checking account balance as of July 1, 2021	\$ 571,142.64
Month of July deposits	\$ 37,537.01
Income plus beginning balance	\$ 608,679.65
Expenses to date	\$ 30,279.69
Total checking account funds	\$ 578,399.96
Emergency Reserves	\$ 50,429.82
Capital Improvements	\$ 19,839.27
Engine Debit Account	\$ 3,706.27
Total funds available (7/31/2021)	\$ 652,375.32
- August 2021 Bill's Paid Report

Checking account balance as of August 1, 2021	\$ 567,129.89
Income thus far in August	\$ 36,716.14
Total income plus beginning balance	\$ 603,846.03
Total expenses to date	\$ 33,758.01
Current checkbook balance (8/18/2021)	\$ 570,088.02

Thank you to Paul Longstein, Mark Lomax and Ross Springs Property Owners Association for their donations to Deer Mountain.

Motion by Sherry Hastings to approve the July 2021 Treasurer's Report.

Second by Sharon Zuidema

Discussion: Q - Is the recent community hall rental income included in the misc deposit? A - Yes.

Auxiliary brought in \$235 for DMFPD. Garage sales and bingo made \$606. To date the Auxiliary has contributed approx. \$1400 to the Firefighter's Fund.

Vote: Unanimous - motion carried

Motion by Sherry Hastings to accept the August 18, 2021 Bill's Paid Report.

Second by Sharon Zuidema

Discussion: None

Vote: Unanimous - motion carried

- Wildland

- Karen McKee, the billing person for the National Fire Fund, shared concerns about the current process that is not working effectively or efficiently in order to complete responsibilities - ie. contracts not signed, agreements not followed, confusion on employment status, incomplete paperwork etc. (*see attachment*)

Board will review the wildland 90/10 contract and gather additional clarifying information.

Motion by Sharon Zuidema to approve Cindy Howard and Phil Stevens as employees and authorize payment on the 90/10 contract.

Second by Sherry Hastings

Discussion: None

Vote: Unanimous - motion carried

- Sherry Hastings provided information on wildland fire income thus far this season. (*see attachment*)

PUBLIC INPUT: (*see attachment*)

1. Karen McKee

- a. Commented on National Fire income. Funds are now in a separate account, but still belong to the taxpayers of Deer Mountain. DMFPD board decides how these funds will be used.
- b. Commented on Station 3. Preliminary agreement with Indian Springs approved in June 2021. In July, the board discussed turning off utilities. Q - When will a final agreement be approved and when will taxpayers be informed? Sale of a district asset should be public information.
- c. Commented on by-laws. Posted by-laws on the website were not voted on or approved by the board in April 2020. Changes approved June 2021 are not on the website. It is illegal for the board to vote off an elected or appointed board member.

Sharon Zuidema noted that in April 2020 she and Kathy Reese were not on the board. Karen McKee commented that the board members are still responsible.

CHAIRMAN'S REPORT: Sharon Zuidema

- Social Media Statement
The district board does not have any jurisdiction or responsibility for any comments or opinions expressed by private citizens on social media. Comments on social media fall under the Constitution's Freedom of Speech rights which the board swears an oath to uphold.
- Open Board position
There have been inquiries and the board is awaiting résumés to be submitted. Fremont county commissioner, Dwayne McFall has been contacted and is aware of the as yet unfilled board position.
- Mill Levy
The letter of intent should be rescinded based on the lack of data provided from the Fremont County Assessor's Office. (*see attachment*)
Motion by Sharon Zuidema to rescind the letter of intent to move forward with a mill levy increase this year.
Second by Kathy Reese
Discussion: Q - Will the ambulance service be lost? A - Funds for EMS are available for next year. Deadlines for the mill levy have passed. Timely information not provided by the county assessor. No one is available to lead this ballot initiative.
Vote: Unanimous - motion carried
- Website Updates - Regular updates, nothing new.
- Donation Paypal
Motion by Sharon Zuidema to research the steps and costs needed to add a donation button for the firefighter fund on the fire department and a donation button for the district on the district website. **Action item** for Sharon Zuidemat to gather information and present to the Board and community as to whether a trial phase of the donation buttons should be initiated to see if it is feasible and cost effective.

Second by Kathy Reese

Discussion: Karen McKee informed the Board that the donation buttons have been utilized in the past. Approx. \$200 was raised. Paypal accounts must be with a government or non-profit account.

Vote: Unanimous - motion carried

VICE-CHAIRMAN'S REPORT: Kathy Reese

● By-laws Changes and Updates

Motion by Kathy Reese to postpone the amendments for our by-laws that were voted on in our June and July board meetings of 2021 as we will need to make additional changes.

Second by Sharon Zuidema

Discussion: None

Vote: Unanimous - motion carried

Kathy Reese has contacted DOLA and they cannot advise on DMFPD by-laws. The DM attorney has been contacted and will assist. Additionally, the executive director of the SDA can provide input. **Action item** for Kathy Reese to propose amendments to by-laws.

COMMUNICATIONS REPORT: None.

INSURANCE REPORT: With no explanation, Carl Jones is not in attendance. JR Niblett provided updates.

● Construction Updates

1. Station 4 - Letter from attorney, Dan Slater, has not yet been sent to the property owner adjacent to the P Path location. Manufacturer of the metal building has the 50% down payment. Construction has not started. There will be a cost increase of \$3300 to \$7200 due to materials costs increase. **Action item** for Sharon Zuidema to research emails regarding substation building.
2. Confirmed that electricity has been turned off at Station 3 in Indian Springs. **Action item** for Sharon Zuidema to add finalized agreement to next meeting agenda.

STATION REPORTS: FIRE & EMS: JR Niblett

● Fire/EMS runs and training hours

#	<u>Description</u>
6	Transport to St Thomas More
2	Transport to Heart of the Rockies
7	Transport via REACH
4	Patients refusing transport
13	Medical patients
5	Trauma patients

#	<u>Description</u>
1	Motor vehicle accident
2	Smoke investigations
2	Assistance to law enforcement
48	Hours of EMS training
62	Hours of fire training

Responded to a total of 24 calls. Due to COVID-19, all EMS staff are required to wear personal protection suits. Any firefighter or EMS staff exposed to COVID-19 requires 14 days quarantine. Following CDC and State of Colorado guidelines.

● EMS

Contracts - none

New Hires - one possible

● Wildland (*see attachments*)

Information provided about the challenges and difficulties wildland crews face when called out. Loss of an engine boss. Contractor's hire away engine bosses with increased pay. Possible outsourcing wildland billing. New Standard Operating Procedure for use of the DMFPD debit card.

Board's focus is the Deer Mountain community. The request to match wildland contractor's pay is tabled. **Action item** for the board to meet with wildland firefighters when they return to discuss further. Topic to be addressed at the next board meeting or special board meeting.

OLD OR UNFINISHED BUSINESS:

- Hazardous Waste Cleanup - No confirmed progress. **Action item** for the JR Niblett to email the board when cleanup is complete.

NEW BUSINESS: None

ANNOUNCEMENTS:

The next meeting is September 15, 2021 at 6:00 PM.

ADJOURNMENT

Motion to adjourn by Sharon Zuidema

Second by Kathy Reese

Discussion: None

Vote: Unanimous - motion carried

Meeting adjourned a 7:46 PM

Respectfully submitted,
Anita Gregg, secretary

(Supporting documentation to these minutes available upon request.)

