



**DEER MOUNTAIN FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING MINUTES
6181 COUNTY ROAD 28 - COTOPAXI, CO 81223
August 21, 2024 at 6:00 PM**

DIRECTORS PRESENT: CJ Allen, Cathy Mask and Nancy Mickelson

CALL TO ORDER: The meeting was called to order by CJ Allen at 6:00 PM.

PRAYER: Led by JR Niblett

PLEDGE of ALLEGIANCE: Led by CJ Allen

CHANGES TO THE AGENDA: None

MINUTES APPROVAL: **Motion** by N. Mickelson to approve the July 17, 2024 Regular Meeting Minutes to the record. Second by C. Mask. Discussion: None. Vote: Unanimous, motion carried.

TREASURER'S REPORTS: N. Mickelson (*see supporting documents*)

July Treasurer's report

Checking account balance as of July 1, 2024	\$ 610,139.79
Month of July deposits	\$ 121,373.32
Income plus beginning balance	\$ 731,288.11
Expenses to date	\$ 104,632.15
Total checking account funds	\$ 626,653.96
Total funds available (7/31/2024)	\$ 1,021,578.83

Motion by N. Mickelson to accept the Treasurer's Report. Second by C. Mask. Discussion: None. Vote: Unanimous, motion carried.

Bills Paid Reports:

Bills paid through August 21, 2024 \$ 31,358.66

Motion by N. Mickelson to accept the Bills Paid Report. Second by C. Mask. Discussion: Standard amount for bills paid this month. Vote: Unanimous, motion carried.

CHAIRMAN'S REPORT: CJ Allen

- **Motion** by CJ Allen to authorize the attorney to manage the former DMFPD employee back pay request and to prepare new contracts for both Fire and EMS employees. Second by N. Mickelson. Discussion: None. Vote: Unanimous, motion carried.
- **Motion** by CJ Allen to engage HellFire IT LLC at a cost not-to-exceed \$1,000 to provide IT services to the department for the next 90-day period. Second by N. Mickelson. Discussion: A price list for services was provided, to be purchased as needed. Vote: Unanimous, motion carried.
- The board is in the process of drafting a Mutual Aid Agreement with Custer County. Continued ACTION ITEM for CJ Allen to determine the conditions of response.
- Measurements and construction CAD drawings are complete for both Stations 1 and 2 for building modifications and improvements. Modification needed at Station 2 to allow the staging of a fire truck to respond to Cotopaxi. Design options are under review for Station 1.
- Notice of Fremont County Road Maintenance Standards. Road guidelines were not followed when the Trail and Path roads were installed. If roads do not meet the "standard of maintenance," then they will not be supported by the county. However, in the event of an emergency response encountering impeded access, support will be provided by law enforcement and FC Road & Bridge for material assistance.
- **Motion** by CJ Allen to authorize the purchase of a new digital DMFPD Marquee at Station 1 for community messaging at a cost not-to-exceed \$5,570. Second by C. Mask. Discussion: None. Vote: Unanimous, motion carried.

VICE-CHAIRMAN'S REPORT: N/A

ASSISTANT TREASURER'S REPORT: N. Mickelson

- A mid-year review of the budget indicated no Amended Budget is needed because the bottom line has not been exceeded. Some line items will be adjusted and moved so that new radios can be purchased. ACTION ITEMS FOR N. Mickelson to make available an updated DMFPD Budget and a link to the completed 2023 Audit. Following the recommendations of the auditors, revenue generating accounts will be considered as well as a monthly medical account billing process review.
- **Motion** by N. Mickelson to execute the 2024 Account Engagement Agreement with Lenny Merriam, CPA which runs through the calendar year. Second by CJ Allen. Discussion: None. Vote: Unanimous, motion carried.
- **Motion** by N. Mickelson to approve that CJ Allen attend the Annual SDA Conference in September. Second by C. Mask. Discussion: The conference is budgeted and will be useful to the board. Vote: Unanimous, motion carried.

CGC REPORT: C. Mask

- **Motion** by C. Mask to approve sending Tamara Jones and one other EMS staff person to a conference. DMFPD will cover the lodging expenses at a cost not-to-exceed \$1,200. Second by CJ Allen. Discussion: The funding for the conference fees is provided by the EMS Council. The conference will allow staff to keep their credentials up to date. The expenses for EMS education are within the budget. Vote: Unanimous, motion carried.

- The status of CREATE Grant is not yet determined.

PUBLIC INPUT:

- Scott Hanlon commented on his 10-year history with Deer Mountain FD. Recently, he has returned as a volunteer and suggests that healing has taken place within the community and others may return as well. Complimented the current board members on their efforts and dedication to the success of the department.

STATION REPORTS: JR Niblett

- There were 12 Fire runs (1 container fire and 2 lightning strikes) with 64 hours of training. There were 22 EMS calls (4 helicopter flights) with 123 hours of training.
- Two former firefighters have returned.
- Five new hires; two firefighters and three EMS staff.
- There will be a Chili Cook Off on Saturday, September 28 from 10AM to 3PM. The community, the board and the County Commissioners are all invited. Medical checkups will be available.
- Missing items on a fire truck are a problem that would get the department taken off a wildfire. Returning firefighters are helping to assure that the interagency certification (commonly called a Red Card, the Incident Qualification Card) are in order. Shelters will need to be ordered. Dual frequency radios needed for use in remote areas.
- Uniform shirts have been distributed to identify both fire and medical personnel.
- Record recovery continues. The new IT services could assist with new secure emails for reporting.

OLD UNFINISHED BUSINESS: None

ANNOUNCEMENTS: CJ Allen

Next regular board meeting is scheduled for September 18, 2024 at 6:00 PM.

ADJOURNMENT: CJ Allen

The meeting was adjourned by CJ Allen at 7:46 PM.

Respectfully submitted,
Anita Gregg, recording secretary

Supporting documentation:
Bills Paid
Profit & Loss Budget Performance
Public Comment sign-in sheet