



**DEER MOUNTAIN FIRE PROTECTION DISTRICT**  
**REGULAR BOARD MEETING MINUTES**  
**6181 COUNTY ROAD 28, COTOPAXI, CO 81223**  
**December 15, 2021 at 6:00 PM**

**CALL TO ORDER:** The meeting was called to order by S. Zuidema at 6:02 PM.

**DIRECTORS PRESENT:** Chairman, Sharon Zuidema - Vice Chairman, Kathy Reese - Treasurer, Cheryl Kelsey

**PRAYER:** Led by JR Niblett

**PLEDGE of ALLEGIANCE:** Led by S. Zuidema

**2021 BUDGET HEARING:** C. Kelsey (*see attachment*)

The board has reviewed this budget. Required notifications were reviewed and there were no objections.

Motion by C. Kelsey to pass Resolution 20211215-01 to adopt the 2021 budget amendment reflecting revenues of \$1,155,360 and expenditures of \$895,523.

Second by K. Reese

Discussion: The budget has been on the website since December 1, 2021.

Vote: Unanimous, motion carried.

**CHANGE TO THE AGENDA - S. Zuidema**

1. S. Zuidema - Add a resolution under elections for the appointment of a DEO.
2. C. Kelsey - Change Resolution #20211215-02 to Resolution #20211020-04.

**MINUTES:** S. Zuidema

- Motion by S. Zuidema to approve the November 17, 2021 regular board meeting minutes.  
Second by K. Reese  
Discussion: None - Vote: Unanimous, motion carried

**TREASURER'S REPORT:** C. Kelsey (*see attachments*)

- Treasurer's report

Checking account balance as of November 1, 2021	\$ 468,777.46
Month of November deposits	\$ 230,303.38
Income plus beginning balance	\$ 699,080.84
Expenses to date	\$ 68,057.97
Total checking account funds	\$ 631,022.87
Emergency Reserves	\$ 50,429.82
Capital Improvements	\$ 19,839.27
Engine Debit Account	\$ 6,354.20
Total funds available (11/30/2021)	\$ 707,646.16
- December 2021 Bill's Paid Report

Checking account balance as of December 1, 2021	\$ 619,407.62
Income thus far in December	\$ 2,438.25
Total income plus beginning balance	\$ 621,845.87
Total expenses to date	\$ 20,342.52
Current checkbook balance (12/15/2021)	\$ 601,503.35

S. Zuidema noted that a Director fee was paid incorrectly without approval. C. Kelsey noted a subscription was paid to Xfinity incorrectly and has been reversed.

Motion by C. Kelsey to approve the November 2021 Treasurer's Report and the December 15, 2021 Bill's Paid Report.

Second by S. Zuidema

Discussion: K. Reese noted confirmation on bill's paid is needed.

Vote: Unanimous - motion carried

**SPECIAL MEETING 72 HOUR POSTING RESOLUTION:** C. Kelsey

Clarification provided that a resolution has already passed in October 2021 to post special meetings in three locations: Cotopaxi Post Office, outside board at the station and inside on the bulletin board in the

community hall. These locations will remain until by-laws are changed.

Motion by C. Kelsey to purchase a roll of postage stamps.

Second by K. Reese

Discussion: None - Vote: Unanimous - motion carried

**PUBLIC INPUT:** None

**CHAIRMAN'S REPORT:** S. Zuidema (*see attachments*)

Board Election May 2022

- Designated Election Official
  - Three board positions up for vote on May 3, 2022.
  - Motion by S. Zuidema to contract with Linda Gallegos for a fee of \$500 to function as the designated election official for the 2022 election.
  - Second by K. Reese
  - Discussion: Introduced Resolution 20211215-05 appointing a designated election official and authorizing designated election official to cancel election if needed.
  - Motion by S. Zuidema to approve Resolution 20211215-05
  - Second by K. Reese
  - Discussion: None - Vote: Unanimous - motion carried
- Board Positions/Term Length for the 2022 Election
  - Three positions are up and the two open positions that will be up in 2023. The State of Colorado would like all districts to be on an odd year voting cycle. The three positions will be a three-year term.
- Election Schedule
  - ACTION ITEMS** for S. Zuidema
    1. Post election calendar/schedule
    2. Update the self nominating form
    3. Add transparency form to the website and provide to DOLA
- Election/Mill Levy Workshop
  - Proposed workshop on Saturday, January 8, 2022 at 10:00 AM in the community hall. All board members and DEO, Linda Gallegos should attend. Workshop is open to the public. **ACTION ITEM** for S. Zuidema to post a workshop announcement on the website.
- Website Updates
  - At this time, only S. Zuidema has access to update the DMFPD website. The board designates permission and the host, the State of Colorado provides access. A backup or two is suggested.
- Website Workshop
  - A website training workshop to be held in Feb/Mar 2022. Hiring a website maintenance consultant at a monthly fee could be considered. **ACTION ITEM** for S. Zuidema to schedule workshop and estimate time commitment.

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

- Media Advertising for Open Positions
  - Motion by K. Reese to post the two vacant board positions (Assistant Treasurer and Communications & Construction Director) on local social media.
  - Second by C. Kelsey
  - Discussion: No cost and will be posted by a current board member.
  - Vote: Unanimous - motion carried
- Removing signers from bank accounts (*see attachment*)
  - Motion by K. Reese to adopt Resolution 20211215-03 to remove Elaine Foster and Arcelia Warner from access to all Bank of the San Juans accounts.
  - Second by C. Kelsey
  - Discussion: Clarification that there has been no banking activity and no debit card use.
  - Vote: Unanimous - motion carried

**COMMUNICATIONS REPORT:** JR Niblett

Both the county and state are investigating the continuing problem with radio communications.

**INSURANCE REPORT:** See Old Business

**STATION REPORTS: FIRE & EMS:** JR Niblett

- Fire/EMS runs and training hours: Responded to a total of 34 calls. There were 23 total EMS calls with 1 transport via REACH, 11 Fire calls with 4 smoke investigations, 3 structure fires, 3 other fires and 1 hazmat call. There were 88 hours of EMS training and 73 hours of Fire training.
- Recent Fires - Asbestos found within an older home. Samples and personal injury reports taken.
- Wildland (*see attachment*) - Approximately \$200,000 in income this fire season.
- New Hires - Two new firefighters, Rick Cleveland and Sarah Taylor. Both have passed background checks.
- Training Proposal - Board members have been provided information about online firefighting and EMS training available at a per person cost of \$89/year plus maintenance. Certificate provided following the successful completion of each learning module. Practical application and testing would be done in house.  
Motion by S. Zuidema to tentatively accept the new training method when possible; review budget to make sure training funds are available; and work with JR Niblett for a yearly estimate.  
Second by K. Reese  
Discussion: This is a cost savings. The reporting feature is beneficial.  
Vote: Unanimous - motion carried

Motion by S. Zuidema to place ALS training for the administration of narcotics on the January meeting agenda.  
Second by K. Reese  
Discussion: Cost is \$4,000. Vital to have security procedures in place.  
Vote: Unanimous - motion carried

**OLD OR UNFINISHED BUSINESS:**

- Station 4 at P Path - K. Reese  
Project has started and stopped. At this time, staffing at this location is not available. Funding from Cody Park POA is no longer accessible. Two realtors reviewed to list the property for sale.  
Motion by K. Reese to accept Dawn White as the listing agent for the sale of DMFPD property located at P Path.  
Second by S. Zuidema  
Discussion: Realtor, Dawn White is local, has familiarity with the area and provided a better commission structure. Agreement will be signed outside of a board meeting.  
Vote: Unanimous - motion carried  
  
Motion by K. Reese to ask JR Niblett to contact attorney, Dan Slater, in reference to a request for the return of deposit funds for the substation building.  
Second by S. Zuidema  
Discussion: The board should be included in any communications.  
Vote: Unanimous - motion carried
- Paypal Donation - S. Zuidema  
No update
- Fire Rate Changes - S. Zuidema  
Resolution 20211215-04 (*see attachments*)  
Motion by S. Zuidema to accept the list of billing rates that would apply for services provided outside the district.  
Second by K. Reese  
Discussion: Resolution will be posted to the website. Vote: Unanimous - motion carried  
  
Motion by S. Zuidema to accept Resolution 2021-1215-04 approving the fire billing rates.  
Second by K. Reese  
Discussion: None - Vote: Unanimous - motion carried

- D&O - K. Reese  
The Great American Insurance quote was denied during underwriting.  
Motion by K. Reese to proceed with the original quote from Gallagher Insurance to provide coverage.  
Second by S. Zuidema  
Discussion: Original quote introduced in October 2021 for \$3000. **ACTION ITEM** for K. Reese to contact the insurer.  
Vote: Unanimous - motion carried
- By-law Updates and Workshop - K. Reese  
Tentative workshop scheduled for February 5, 2022 at 10:00 AM
- Spark Arrestors/Ash Disposal - JR Niblett  
There have been three fires caused by improper ash disposal. Continued **ACTION ITEM** for JR Niblett to provide information for the website and community board.
- Complaint filed with the State of Colorado - JR Niblett  
The complaint against EMS has been found to have no merit.

**NEW BUSINESS:** None

**ANNOUNCEMENTS:**

The next board meeting is January 19, 2022 at 6:00 PM.

**ADJOURNMENT:**

Motion by S. Zuidema to adjourn the meeting.

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

Meeting adjourned a 7:05 PM

Respectfully submitted,  
Anita Gregg, secretary

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