



**DEER MOUNTAIN FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING MINUTES
6181 COUNTY RD 28, COTOPAXI, CO 81223
September 18, 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 6:04 PM

PRAYER: Led by Chief JR Niblett

PLEDGE OF ALLEGIANCE: Led by CJ Allen

CHANGES TO THE AGENDA: None

MINUTES APPROVAL: **Motion** by CJ Allen to adopt the August 21, 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

Will have to hold off on Treasurer's Report this month due to errored report. Will have to approve next month.

Bills Paid Reports:

Bills paid from July 22 through September 18, 2024 \$51,180.65

Motion by N. Mickelson to approve the Bills Paid Report. Second by CJ Allen. Discussion: Added cost due to payroll fees rolled over into this bills paid schedule. We had our auditor invoicing come through. We had added cost on accounting. There was a glitch in the Quick Books and accountant was seeking reimbursement. If we didn't do this, we could have lost data. Vote: Unanimous, motion carried.

CHAIRMAN'S REPORT: CJ Allen

- Motion by CJ Allen to adopt Laurie McKay as Assistant Treasurer. Second by C. Mask. Discussion: Oath of Office and documentation will be completed when Anita is back. Vote: Unanimous, motion carried.
- Motion by CJ Allen to appoint Nancy to the role of Treasurer. Second by C. Mask. Discussion: None. Vote: N. Mickelson abstained, CJ Allen and C. Mask approve, motion carried.
- CJ thanked Nancy for her work improving transparency and improvements in the Budget and Treasurer's Reports.
- Last week, I attended the SDA conference and gained more understanding and brought back much valuable information. We'll soon be addressing maintenance of By-Laws.
- Insurance policy is up for renewal. SDA has their own insurance pool and it is run as a non-profit. I will be comparing our current policy to what they can offer us. It also comes with free HR management (10 hours/year).
- Looked into Health Care benefits and brought back information from the conference. Will be looking at packages and look forward to giving our folks more support in this area. Thank you all for your service.
- Engaged Hellfire IT services but they haven't submitted paperwork. SDA has IT services and they will provide hardware as well as servicing and support. Would like to engage the SDA IT provider with the same budget.
- Mutual Aid Agreement currently being drafted. We'll have our attorney look at it and then CJ as well as one executive staff member will present it to Custer County and Westcliffe. Concern with AMR allowing a standby. I want us to serve the community. I will review the master copy and will line that out if necessary.

- Station 2 Building (Cotopaxi) Specifications: A budget was created and CAD file was created and it is posted on our website so any licensed contractor can review our scope of work and submit a bid.
- Station 1 work will also be posted online and will be open for bid. We will be making it structurally sound per Fremont County code. We will also look at fire ratings, ventilation and drainage. **Motion** by N. Mickelson to approve the bid specifications for solicitation for Station 2. Second by CJ Allen. Discussion: None. Vote unanimous, motion carried.
- Request by Fremont Sheriff to use one of the bays at the detached two bay garage at Station 2. The Executive Staff did not have an issue with that. **Motion** by CJ Allen to send notice and allow Fremont County Sheriff use of one of the garage bays. Second by C. Mask. Discussion: No fee to be charged. There is added value in having their presence. We're not using the space and we will get some free maintenance on the building. Vote unanimous, motion carried.
- There has been some discussion regarding doing spot maintenance on roads to allow better access for our vehicles. Could potentially open up other issues so we will shelf this for now.

VICE CHAIRMAN'S REPORT: N/A

ASSISTANT TREASURER'S REPORT: N. Mickelson

- We're moving money around to acquire needed radios. We haven't finalized our revised budget which is just a simple moving around of money. We've had some added expenses so we've discussed not purchasing all the radios now but buying some now and some in January. The Chief explained that the system has changed and the old radios aren't working. The 14 radios would be \$68,000. There isn't a cost benefit to buying more. The only extra radios will be the old ones. The identified radios can be programmed in Salida. Anything over \$60,000 requires three bids. **Motion** by CJ Allen to approve the purchase of two mobile radios and seven field radios, dual band, not to exceed \$40,000. Second by N. Mickelson. Discussion: The balance of the radios will be ordered later. Vote unanimous, motion carried.
- Liability Insurance is up for renewal October 1. The premium went up 5%. We have building, auto, criminal theft, liability. The premium is \$33,574 and the professional services for Director liability premium is \$3,006. There is a list of the vehicles, VIN numbers and values. JR has the list and we need to clean it up if necessary. **Motion** by N. Mickelson to approve to renew our liability insurance with Selective for October 16, 2024-October 16, 2025. Second by CJ Allen. Discussion: CJ would like the SDA insurance group to do a review. He could invite them to the budget meeting. Nancy stated that one other item is the recommendation to include cyber coverage and hiring practices coverage. The company was unable to get the quotes by today but it would be nice to bundle it all. We need an IT company in place before we can get this in place. Worker's Comp, the Pinnacle policy, is coming up for renewal at the end of the year. The SDA group does all insurance. CJ is going to engage SDA insurance folks for review. Vote unanimous, motion carried.

CGC REPORT: C. Mask

- CDPHE- Grant for EMS non-perishable supplies opens December 15 and closes February 15. I will be working with Tamara on that. We'll need to determine if we have an account and password.
- Tamara secured funding from the EMS Council for two EMTs to attend the national conference in November.
- We should put subscription service in the budget next year so that we can be more informed about grant possibilities.
- May be grant opportunities with insurance companies.
- CJ learned at the SDA conference so that it can be beneficial to combine jurisdictions to be more competitive for grants.

PUBLIC INPUT:

- Buffie McFadyen, running for Fremont County Commissioner. Fire protection should be at the top of our list. One resource is Britany Pederson's office, our Congresswoman has an office downtown. Justin Kurtz

staffs that office. The Congresswoman has the ability to bring back money. One of the reasons she is running for County Commissioner is that a proposal for lithium battery storage would create fire hazards. She wants the County to be an advocate for the Fire Districts.

- Dennis Schorn- offered ideas for finding grants

STATION REPORTS: JR Niblett/Dave Nowlan

- Chief Niblett announces his retirement effective today and nominates Dave Nowlan as Interim Chief
- **Motion** by N. Mickelson to accept Chief Niblett's stepping down after helping us immensely at a critical time and appoint Dave Nowlan as Interim Fire Chief. Second by CJ Allen. Discussion: None. Vote unanimous, motion carried.
- Chief Niblett passes on the pins to the new Interim Chief and offers a prayer for him.
- Chief Nowlan gives the Station Reports:
- 19 runs, 11 medical, 2 Flight for Life mutual aids, 2 fires, mutual aid with ATV accident in Texas Creek area, 5 traffic calls,
- Training hours: Medical/EMS 160.5 hours, Fire 123 hours
- County is helping with training right now. That helps to see how others do training.
- We have a new EMT driver coming on.

OLD/UNFINISHED BUSINESS

September 28 we will be doing the Chili Cookoff here at the station along with medical screenings. Everyone is invited.

ANNOUNCEMENTS

Next regular board meeting is scheduled for October 16, 2024 at 6:00 PM.

ADJOURNMENT

The meeting was adjourned by CJ Allen at 7:11 PM.

Respectfully submitted
Cathy Mask, Board Member and Acting Recording Secretary

Supporting documentation
Bills Paid
Profit and Loss Budget Performance