



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

CALL TO ORDER: The meeting was called to order by Sharon Zuidema at 6:02 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

CHANGE TO THE AGENDA: Per Sharon Zuidema, add *Equipment for Wildland* under the Chairman's Report.

MINUTES: Sharon Zuidema

- Motion by Sharon Zuidema to approve the August 18, 2021 regular board meeting minutes.
Second by Sherry Hastings
Discussion: None
Vote: Unanimous - motion carried

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

- Treasurer's report

Checking account balance as of August 1, 2021	\$ 578,399.96
Month of August deposits	\$ 40,405.69
Income plus beginning balance	\$ 618,805.65
Expenses to date	\$ 67,356.50
Total checking account funds	\$ 551,449.15
Emergency Reserves	\$ 50,429.82
Capital Improvements	\$ 19,839.27
Engine Debit Account	\$ 7,159.25
Total funds available (8/31/2021)	\$ 628,877.49
- September 2021 Bill's Paid Report

Checking account balance as of September 1, 2021	\$ 540,740.20
Income thus far in September	\$ 1,494.32
Total income plus beginning balance	\$ 542,203.52
Total expenses to date	\$ 53,225.88
Current checkbook balance (9/15/2021)	\$ 488,977.64

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

Second by Sharon Zuidema

Discussion: None

Vote: Unanimous - motion carried

Motion by Sherry Hastings to accept the September 15, 2021 Bill's Paid Report.

Second by Sharon Zuidema

Discussion: The total monthly income does not reflect a substantial wildland deposit made the day the report was compiled.

Vote: Unanimous - motion carried

The last board meeting for treasurer, Sherry Hastings will be October 20, 2021. She is willing, with the board's permission, to remain on to pay bills, pay staff and train the next treasurer.

Motion by Sharon Zuidema to permit Sherry Hastings to provide services until a new treasurer is on board.

Second by Kathy Reese

Discussion: Advertising for the next treasurer will redirect applicants to the DMFPD website.

Vote: S Zuidema- yes; K Reese- yes; S Hastings- abstain. Motion carried.

Additional items per Sherry Hastings:

1. On the P/L statement, some expenditures are in incorrect categories. **Action item** for Sherry Hastings to make corrections before the October board meeting.
2. Motion by Sherry Hastings to place Sharon Zuidema and Kathy Reese as signatories on the Bank of the San Juans DMFPD accounts.
Second by Kathy Reese
Discussion: Any check over the amount of \$500 requires two signatures.
Vote: Unanimous - motion carried

Action item for Sharon Zuidema and Kathy Reese to request access. They will need to provide ID and a copy of the meeting minutes at the main branch of the bank to receive individual access to the accounts (main checking account, emergency reserves, capital improvements and the engine debit account.)

PUBLIC INPUT: None

CHAIRMAN'S REPORT: Sharon Zuidema

- Medicaid revalidation - The 5-year revalidation was completed on September 13, 2021. DMFPD can continue to be paid for services. Recommendation that all board members obtain HIPAA certification.
- Wildland equipment request - Equipment is out of date. Need: 40 shirts at \$8000, 35 hats at \$630 and 5 specific wildland, wide-brimmed hats at \$280. Motion by Sharon Zuidema to allocate and distribute funds from the wildland fund account, not to exceed \$9000, to cover the costs of shirts, hats and wildland hats.
Second by Sherry Hastings
Discussion: This specialized clothing is expensive and cannot be re-sold.
Vote: Unanimous - motion carried
- Fire chief pay - Recommendation to raise the firechief salary to \$26,000/year.
Motion by Sharon Zuidema to change the salary of firechief, JR Niblett from \$24,000 to \$26,000 annually retroactive to January 2021. The total of a \$1500 increase to cover January through September 2021.
Second by Kathy Reese
Discussion: Q: From what accounting line item should this salary increase come? A: Mill levy expense line item.
Vote: Unanimous - motion carried
- IS lawsuit - (*see attachments*)
Motion by Sharon Zuidema to approve the final agreements (including the quitclaim deed, lease agreement, lawsuit dismissal and the maintenance and expenses resolution) with Indian Springs Landowners Association.
Second by Kathy Reese
Discussion: None
Vote: Unanimous - motion carried
- Website updates - Previous board chairman, Patrick Smith has been removed as the backup webmaster with the DMFPD's State of Colorado website. A new backup is needed and will be addressed in the redistribution of board responsibilities. Additionally, Patrick Smith's phone number was still listed in Grasshopper for those seeking to contact the board chairman. **Action item** for JR Niblett to change the contact number to Sharon Zuidema's phone number. Anyone seeking to contact the board chair should send an email available on the website.
- Donation paypal - This donation option has not yet been investigated. **Action item** for Sharon Zuidema to report at the October board meeting.

COMMUNICATIONS REPORT: None

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

- Insurance information form needs to be completed by chairman, Sharon Zuidema.
- Construction Updates - No forward motion on the P Path substation building. Dan Slater indicates the fence in question cannot be addressed until the DMFPD property plot plan is defined. **Action item** for Sharon Zuidema to locate the plot plan for submission to Dan Slater.

VICE-CHAIRMAN'S REPORT: Kathy Reese

- By-laws changes presentation - *see attachment*
The presentation is information only. The changes have been compiled at the recommendation of the SDA. Each of the proposed changes was reviewed, modifications were advised, typo corrections and wordsmithing recommendations provided. **Action item** for the board to continue to evaluate changes and

to include on the October meeting agenda for approval. **Action item** for Sharon Zuidema to post the draft by-laws changes.

STATION REPORTS: FIRE & EMS: JR Niblett

- Fire/EMS runs and training hours: Responded to a total of 11 calls.

#	Description	#	Description
2	Transport to St Thomas More	1	Motor vehicle accident - no injuries
1	Transport to Heart of the Rockies	1	Smoke investigation
1	Transport via REACH	2	Fire calls
3	EMS call - patient not transported	58	Hours of training

- EMS - Both ambulances are up. LifePak is recertified. **Action item** for Sharon Zuidema to set up a meeting with Custer County Fire & EMS concerning mutual aid and maps.
Contracts - None
New hires - None
- Wildland report - JR Niblett
There are eight firefighters and two trucks out on wildland fires. One truck's air conditioning went out in Las Vegas, NV. That truck returned to Colorado for repairs and is now back in service north of Sacramento, CA. Second truck is in a remote area of Oregon.

Wildland updates from Sherry Hastings: *see attachments*
Questions posed last month by Karen McKee have been answered.

Total truck income thus far is \$102,342.50. However, expenses to date are \$13,203.82, the truck lease is \$25,287 and wildland equipment expenditure of \$9,000 was requested and approved. All returning trucks will need maintenance and repair. Suggested that the board carefully watch the spending of wildland income. Note that it is not the treasurer's responsibility to account for wildland monies.

OLD OR UNFINISHED BUSINESS:

- Hazardous material clean-up: No progress. The cleanup company will not proceed because of the ever-decreasing amount of fuel contained in the tanks. Continuing **action item** for board review.

NEW BUSINESS: None

ANNOUNCEMENTS:

The next meeting is October 20, 2021 at 6:00 PM.

ADJOURNMENT

Motion by Sharon Zuidema to adjourn the meeting.
Second by Kathy Reese
Discussion: None
Vote: Unanimous - motion carried

Meeting adjourned a 7:18 PM

Respectfully submitted,
Anita Gregg, secretary

(Supporting documentation to these minutes available upon request.)