



**DEER MOUNTAIN FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING MINUTES
6181 COUNTY RD. 28, COTOPAXI, CO 81223
November 20, 2019 at 6:00 PM**

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

DIRECTORS PRESENT: JR Niblett, Elaine Foster, Sherry Hastings

DIRECTORS NOT IN ATTENDANCE: Crystal Warner and Patrick Smith

PRAYER: Led by Jerry St John.

PLEDGE of ALLEGIANCE: Led by JR Niblett.

RESOLUTION TO ADOPT BUDGET - RESOLUTION NO. 20191120-01: - See attachment #1.

Note one change. The certification of values was not received until November 11, 2019. The tax revenue was adjusted to align with the certification of values. The Fremont County tax was increased from \$225,538.88 to \$248,807.09.

Motion by Sherry Hastings to pass resolution #20191120-01 to adopt the 2020 budget.

Second by Elaine Foster.

Discussion: None

Vote: Unanimous - motion carried.

CHANGES TO THE AGENDA: Request by JR Niblett to provide a statement under the Chairman's Report. Request by Sherry Hastings to add an item under New Business.

BOARD VACANCY: Crystal Warner has moved out of state and had provided her resignation from the board. The board has accepted her resignation.

A candidate, Karen Fritsche, provided her resume for the open position. Her qualifications were reviewed. Dr. Ken Vieto withdrew his application.

Motion to accept the application of Karen (aka "Kala") Fritsche to the open insurance board position until the May 2020 election.

Second by Sherry Hastings.

Discussion: JR noted that there are two others interested in the open position, but not in attendance.

Vote: Elaine Foster-yes, Sherry Hastings-yes, and JR Niblett abstained.

JR Niblett delegated that task of swearing in the new board member. Kala Fritsche was sworn in by Elaine Foster.

Following the oath of office, Kala Fritsche signed the oath and the Notice of Appointment was completed. - See attachments #2 and #3

MINUTES: Motion by Elaine Foster to approve the October 16, 2019 regular meeting minutes.

Second by JR Niblett.

Discussion: The number of fire runs noted in those minutes requires clarification.

Amended motion by Elaine Foster to approve the October 16, 2019 regular meeting minutes pending Robert Themel's review of the number of runs for fire and EMS.

Second by JR Niblett.

Discussion: No additional discussion.

Vote: Unanimous - motion carried.

TREASURER'S REPORT: *see attachment #4*

- Checking account balance as of October 1, 2019	\$ 231,368.13 (Bank of the San Juans)
Month of October deposits	\$ 59,727.43
Expenses for October	\$ 77,114.01
Balance at the end of October	\$ 213,981.55

Emergency Reserves	\$ 50,429.82
Capital Improvements	\$ 19,839.27
Engine Debit Account	\$ 1,204.24
Total funds available (10/31/2019)	\$ 285,454.88

(Note that these figures include the \$10,000 donation from Cody Park Property Owners Association earmarked for Station #4.)

Bills Report:

Checking account balance as of November 1, 2019	\$ 213,891.55
Income thus far in November	\$ 91,960.95 (includes wildland fire funds received)
Expenses thus far in November	\$ 78,999.16
Current balance	\$ 226,943.34

Note: \$700 for EMS training was put into an incorrect category. The entry will be corrected and put into EMS training.

Motion by Sherry Hastings to pay the bills.

Second by Elaine Foster.

Discussion: none

Vote: Unanimous - motion carried.

Motion by Sherry Hastings to return \$10,000 to Cody Park Property Owners Association.

Second by JR Niblett.

Discussion: DMFPD will not move forward with Station #4 at P Path. Check for \$10,000 was returned to Inge Cosby, CPPOA president.

Vote: Unanimous - motion carried.

- Reminder that there will be another budget meeting on November 25, 2019.
- 2020 pay raises: EMS staff will be receiving a pay raise because minimum wage will increase .90 as of January 1, 2020. Motion by Elaine Foster to increase by .90 the hourly wages for EMS staff including EMT basic, EMT intermediate and paramedics, and drivers effective the first working day in January 2020. This increase would not apply to Robert Themel who recently received an increase for his position as Acting Fire Chief.

Second by Sherry Hastings.

Discussion: The increase would take EMS staff only up to the state required minimum wage. Karen McKee has reviewed budget figures and believes funds are available to pay EMS staff more than minimum wage with one dollar difference between each level. Karen McKee suggests that these new wages will work with the proposed budget with two staff per shift and minimal overtime.

Amended motion by Elaine Foster to increase EMS wages - drivers to \$12/hr; EMT basic to \$13/hr; EMT intermediate to \$14/hr; and paramedics to \$15/hr with scheduling two staff per shift during the day. Wage increase effective on January 1, 2020.

Second by Sherry Hastings.

Discussion: Some EMS calls require a third staff member needed for safety of staff and patients. Robert Themel approves the number of staff required per run. A third paid staff member, mentoring new EMS, will be addressed at another time.

Vote: Unanimous - motion carried.

PUBLIC COMMENT:

- Kala Fritsche: While legally blind, she believes she can serve the Deer Mountain Community effectively. She asked the community for patience as she learns. Kala Kritsche thanked the board for the opportunity.

CHAIRMAN'S REPORT:

- Approve new applications
 1. Ben Ohlin's background check is complete. He is a certified engine boss.
 - Motion by JR Niblett to approve Ben Ohlin as a new hire.
 - Second by Kala Fritsche.
 - Discussion: None

Vote: Unanimous - motion carried.

2. Due to a conflict of interest, JR Niblett does not present for approval of the next applicant.

Motion by Sherry Hastings to approve Charles Foster as a rehire to the fire department.

Second by Kala Fritsche.

Discussion: None

Initial vote: Elaine Foster- abstain; Sherry Hastings- yes; Kala Fritsche-yes; JR Niblett-abstain.

Second vote: Elaine Foster- yes; Sherry Hastings- yes; Kala Fritsche-yes; JR Niblett-abstain. Rationale:

Elaine Foster is not voting for Charles Foster to be paid. Her vote is for him to serve the community as a member of the fire department. Motion carried.

- Permit, plumbing (generator and new bathroom) update: No permit has yet been obtained.
- Type 3 truck repair update: Truck is in Salina, Kansas. Much of the work has been completed. Other items are needed and the time estimate is another three weeks. The driver that caused the accident was under-insured, having only \$10,000 in liability insurance. The DMFPD insurance, VFIS, will pay in full. The district could bring legal action against the driver for the remaining truck repair costs (approx. \$16,000) as well as the loss of revenue. Note that revenue/income for the truck portion alone, for two weeks on the Decker fire was \$24,930 and for the California fire, the truck portion was \$24,450. The board must advise legal counsel about bringing legal action against the driver.
- Establishing and/or publishing a barrel burn policy:
Motion to table the establishment of a barrel burn policy until the sheriff's office has provided input.
Second by Elaine Foster.
Vote: Unanimous. Motion carried.
- Fee for CORA requests: The State of Colorado has recently updated the fee schedule for CORA requests from \$36/hr to \$38/hr. Note that there is no charge for the first hour to research a request.
Motion to raise the DMFPD CORA request fee to the state level of \$38/hr.
Second by Elaine Foster.
Discussion: None.
Vote: Unanimous. Motion carried.
Motion by Elaine Foster to establish Kala Fritsche as the DMFPD CORA representative.
Second by JR Niblett.
Discussion: None.
Vote: Unanimous. Motion carried.
- Statement by JR Niblett
- Resignation of JR Niblett - See statement #6

STATION REPORTS: FIRE & EMS

- Robert Themel: Fire calls-4; EMS calls-10; Fire training-31 hours; EMS training-53 hours
Purchase request to send 8 staff to wildland training. January class costs estimate is \$1,200 plus lodging.
Motion by Elaine Foster to spend the \$1,200 plus lodging to send firefighters to wildland training.
Second by JR Niblett.
Discussion: The staff that earned wildland fire funds for DMFPD will be attending this training.
Vote: Unanimous. Motion carried.
- Steve Nutting read into the record statements from Shawn Lodgson. Shawn was not in attendance
- Sharyn Baker presentation
- Jerry St John commented on his experiences at Deer Mountain Fire Department. He offered his support to Sharyn Baker and her efforts with the EMS. He commended the honor of JR Niblett and his life-long service. He implored the community to work together.
- Dr Ken Vieto commented on his medical expertise and background. He re-enforced the facts provided by Sharyn Baker. He advocated the current importance is to invest in staff, not in equipment.
- Robert Themel commented that he supervises seven staff members. Sharyn Baker has provided important checks and balances within the department. She can lead EMS and he can focus on the firefighters. He supports Sharyn Baker in holding the department to a professional standard.

- Elaine Foster commented on her experience as the district grant writer. She believes the equipment grant will cost DMFPD only \$2,500. This is the cost of printing and mailing a fundraising letter. The letter is written. Additionally, Sangre de Cristo Electric Association can provide matching funds. The board's direction/vision has been to outfit both ambulances with identical equipment. This grant was reviewed by the EMS staff and endorsed by the district's medical director prior to submission.
- Robert Themel commented that it is not fiscally responsible to invest in equipment not needed at this time. Investing in training staff is the fiscally responsible approach.
- Steve Nutting commented that he was consulted about this equipment grant. He suggests that the 50% matching fund requirement is just too much.
- Public member commented about redirecting the grant funds to other equipment. Elaine Foster commented that a change can be requested to the grant reviewers. Sharyn Baker commented that the state will not change the grant as written.
- Charles Foster commented that the matching grant funds were available, but suggested the funds were misspent.
- Public member commented that the board member responsible for finances at that time was Elaine Foster.
- Motion by Elaine Foster to spend \$2,500 to send out the fundraising letter.
Second by Kala Fritsche.
Discussion: Sherry Hastings requests the motion to send out the letter be tabled due to the large amount of information to be reviewed.
Amended motion by Elaine Foster to table the decision.
Second by Kala Frische.
Vote: Unanimous - motion carried.

COMMUNICATIONS REPORT:

- Resignation/Statement from Patrick Smith read into the record by JR Niblett - See statement #10

INSURANCE REPORT:

- None

VICE-CHAIRMAN'S REPORT:

- Winter month's regular meeting dates and time. Discussion about Saturdays: Resident, Todd Bell asks that the during the winter months the DMFPD consider meeting on Saturdays.
- Motion by Elaine Foster to meet on a Saturday afternoon during the months of January, February and March in 2020.
Second by Kala Frische.
Discussion: Since the board meeting schedule is not yet defined for 2020, this change could be made. Meeting on Saturdays could interfere with EMS training. Motion withdrawn by Elaine Foster.

COMMITTEE REPORTS:

- Station 3 Indian Springs update: Surveyor will begin in December at the agreed upon bid price.

OLD OR UNFINISHED BUSINESS:

- Cleaning person: No one hired. Bids are welcomed.
- Election official: No official hired. An upcoming training will be held on December 5, 2019. An election committee will need to be formed.
- The district will move to the free, state-sponsored website. Gmail accounts will need to be created.
Motion by Elaine Foster to move to Gmail accounts so that they are permanent.
Second by Sherry Hastings.
Discussion: None
Vote: Unanimous - Motion carried.
- Discrimination DVDs update: Robert Themel indicated that a schedule for viewing will be available within the next 72 hrs.
- Grievance and disciplinary policies update: The policies are progressing. Three policies are complete.

- History records update: Sherry Hastings can provide access to storage area under the kitchen.

NEW BUSINESS:

- Sherry Hastings resignation: See attachment #11. Resignation effective on December 18, 2019. She suggests Karen McKee take over the treasurer's position on the board. Sherry Hastings has also given up her participation in the fire department auxiliary. She will no longer be organizing bingo. Sherry Hastings suggests Nicole Brown assume bingo responsibilities.
- Dave Newlan and Dr Ken Vieto have shown their interest in board positions. Dr Vieto declined. Dave Newlan resides in Indian Springs and is interested in a vacated board position.
Motion by Elaine Foster to appoint Dave Newlan to the board until the May election.
Second by Kala Fritsche.
Discussion: None
Vote: Unanimous - Motion carried.

ANNOUNCEMENTS: Public budget workshop on November 25, 2019 at 10:00 AM. Next regular meeting is December 18, 2019 at 6:00 PM.

ADJOURNMENT

Motion to adjourn by JR Niblett.

Second by Elaine Foster.

Vote: Unanimous. Motion carried.

Meeting adjourned at 9:31 PM.

After the meeting, Dave Newlan was sworn in by Elaine Foster.

Respectfully submitted,
Anita Gregg, secretary

(Supporting documentation to these minutes available upon request.)