

**DMFPD Meeting Minutes  
October 14, 2014**

Barry Cole called the regular meeting of the Deer Mountain Fire Protection District to order at 1800 hours at the Deer Mountain Community Center.

Present were Barry Cole, Mark Matthews, Karen McKee, Skip Moreau, Joe Watts, and several citizens.

**SECRETARY'S MINUTES**

Minutes were emailed to all board members. Joe made a motion to accept the minutes and Karen 2<sup>nd</sup> the motion. Motion passes.

**TREASURER'S REPORT**

**General Fund**

Checks #2356-2382		
Beginning Balance Sept		\$124,891.05
Fremont County Tax Deposit-Aug	\$7,287.17	
Bank Interest	\$1.03	
Total Income Sept	\$7,288.20	
Net Income		\$132,179.25
Expenses		\$22,426.24
Checkbook Balance		\$109,753.01

Karen made a motion to accept the treasurer's report and Joe 2<sup>nd</sup> the motion. Motion passes.

Bills to be paid: Beginning Oct. 1<sup>st</sup> balance: \$109,753.01 County Tax deposit-Sept.: \$5,457.51  
Oct. total expenses: \$22,045.90 Ending checkbook balance: \$93,164.62

Karen reported that we had a few major expenses which included 65% advance made to John Barth for the Rock fire that the district will be reimbursed later in the year. In addition, bills included attorney's fee for August statement in the amount of \$1,744.50 and for September statement in the amount of \$1,363. Karen mentioned that Century Link has not processed the tax exemption for DMFPD; she is waiting on a response and will report back to the board. Karen made a motion to approve bills to be paid and Joe 2<sup>nd</sup> the motion. Motion passes.

Karen received a letter from the state auditor stating that they have approved our application for exemption for 2013. They noted that expenditures exceeded amounts budgeted and appropriated and they urge us to carefully review the budget law so that we are in compliance. Furthermore, the state auditor said that this has been a recurring problem with DMFPD exceeding amounts budgeted and would like to see this change.

**CHAIRMAN'S REPORT**

No Report.

**ADMINISTRATION HOURS:**

Barry-15 Mark-5 Karen-27 Skip-40 Joe-5

## **STATION REPORTS**

**Station 1:** Training: 24 Maintenance: 10 Administration: 40

Total calls for station 1 were 11: 1 medical stand-by, 4 medical runs, 1 MVA-not located, 3 MVA's, 1 unattended camp fire, and 1 smoke siting.

**CFR:** Training: 10 Maintenance: 10 Administration: 10

Cotopaxi Fire & Rescue had 4 calls.

## **SECTION REPORTS**

### **INSURANCE:**

Mark reported that 1 building in Cotopaxi had no insurance coverage but it has been taken care of. VFIS is working on a cost estimate for a pension plan for the volunteers with DMFPD. Mark requested birthday information on all volunteers from Cotopaxi and Deer Mountain chiefs so that he can forward the information to the insurance agent.

### **COMMUNICATIONS:**

Skip reported that half of the repeater is working as of now. He believes the transmit frequency is wrong and will be looking into whether the problem is at Deer Mountain or with Cotopaxi repeater.

Karen mentioned that the budget committee felt that we can stop paying into the communications reserve account and utilize that money in other areas. Skip's concern was having sufficient funds to purchase radios. Karen made a motion we continue to pay into the communications reserve account through the end of the year so that we have a balance of \$12,500; we will let money sit in account and if we need to start adding money in the future we will and Joe 2<sup>nd</sup> the motion. Motion passed.

### **MEDICAL:**

Vickie reported that she received the contract for the ambulance and went over all the specifications. The ambulance will probably be ready by April of next year and the invoice will come in May. Karen stated that we will roll forward the money to next year for the purchase of the ambulance. Furthermore, Med 1 will be used as a trade-in (\$1,000) toward the purchase of new ambulance.

Todd reported that Jeremiah stopped by and took the drip torches and jerry can that he had loaned the department. We have 1 drip torch here from the GSA order and another one on backorder.

### **OLD BUSINESS:**

Karen presented the 2015 budget to board members for review and will change carry-forward money in the amount of \$17,000 for the purchase of new ambulance. She will post 2015 budget at station 1. In addition, she will place an ad in the Cañon City Daily Record regarding budget hearing to be held at next month's board meeting and it will state that the 2015 budget is available for review if anyone is interested.

Todd wanted the board to approve \$5000 dollars to have architectural drawings done by Builder's Edge for the new building. The board would like the committee to sit down with Builder's Edge

to see if they will provide the drawings as part of the estimated building price. Furthermore, Todd said that the grants for new buildings are typically due in late fall each year. He stated that we currently do not have a grant writer working for us, but he is looking into it.

Karen is going to look for the word processing document for the by-laws so that they do not have to be completely retyped. She will check with Maria to see if they are on the laptop and also check on the computer in Todd's office.

Barry read the response from the attorney regarding the compensation to Joe and Barry for national wild land fires. Barry also read the response from the attorney concerning Karen's compensation for bookkeeping. The attorney stated that our district's board of directors are not district employees. Karen is a contractor for the district providing bookkeeping services. Barry and Joe are volunteer firefighters for the district, not employees, and can receive compensation for their services as well.

Barry read the response from our attorney regarding the EIN number for medical and whether the EMS service should be licensed under the district or station 1. Barry stated that our attorney clearly advises us to license and operate the EMS services under the district. He further stated that our attorney recommends we provide a 45-day notice that states the district intends to provide EMS service to the district. Barry also pointed out that if our volunteers (firefighters and EMTs) are not working directly for the district, they are likely not covered by the district's governmental immunity. This could expose the volunteers to unnecessary liability. In addition, while the district's insurance policy includes volunteers (both medical and fire/rescue), if the volunteers are not treated as district volunteers and are not providing services for the district, the insurance carrier may refuse to cover the volunteers in the event of a claim. Mark also confirmed that the liability policy is named under DMFPD, not station 1, CFR, or Deer Mountain EMS. Todd called other departments in the area and they all told him that all their EMS volunteers and employees worked for the station, not their district. He said we should do what all these other departments do and not go with our attorney's recommendations.

Karen made a motion to pass EMS Resolution 09172014-02: Deer Mountain EMS shall be licensed and operated under Deer Mountain Fire Protection District and Mark 2<sup>nd</sup> the motion. Motion passed.

Skip made a motion that if Vickie needs any help with changing the EIN numbers and billing, the board will help facilitate and provide legal assistance if needed and Karen 2<sup>nd</sup> the motion. Motion passed.

#### **NEW BUSINESS:**

The board will take care of giving the 45-day notice to the district in regards to the service plan amendment.

The district will create a business contract with Karen McKee to provide bookkeeping services for DMFPD.

#### **OPEN FORUM:**

#### **ANNOUNCEMENTS:**

The next meeting will be held at Deer Mountain Station 1 on November 19, 2014.

Meeting will start at 1800 hours.

Skip made a motion to adjourn meeting and Mark 2<sup>nd</sup> the motion. Meeting is adjourned at 1950 hours.

Maria Matthews

Secretary