

**DMFPD Meeting Minutes
May 20, 2015**

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.

CHANGES TO AGENDA

Joe requested discussion of new building project be moved up to public input so Keith could leave early.

SECRETARY'S MINUTES

Minutes for April 15 board meeting were emailed to all board members. Karen made a motion to accept the minutes and Mark 2nd the motion. Motion carries.

PUBLIC INPUT

Galen discussed the park project- He has applied for a Great Outdoors Colorado grant that would provide up to \$60,000 in funding towards project. The grant recipients will be notified in December 2015. He announced that a community meeting seeking input from the citizens is scheduled for Saturday, May 30 at Deer Mountain Station 1.

Keith Helmstetler (architect) provided the board and citizens with schematic drawings detailing the first phase of the building project. He reviewed the plans and answered any questions that the board and public had for him.

TREASURER'S REPORT

General Fund:

Checks #2544-2572

Beginning Balance- Apr		\$141,350.86
Fremont County Tax Deposit-Mar	\$22,358.33	
Medical Income: Patient payments	\$146.86	
Donation to District	\$100.00	
Bank Interest	\$1.23	
Total Income Apr	\$22,606.42	
Net Income & Balance for Apr		\$163,957.28
Expenses		\$25,132.73
Ending Checkbook Balance		\$138,824.55
Total Funds		\$251,784.56

Karen made a motion to approve the treasurer's report and Mark 2nd the motion. Motion carries.

Beginning May 1st Checkbook Balance: \$138,824.55 County Tax Deposit-Apr.: \$50,786.09
May Total Expenses: \$20,820.59 Ending Checkbook Balance: \$170,478.05

Karen mentioned the following additional bills: Fremont County GIS Authority \$152.52 and Keith Helmstetler & Associates for schematic drawings \$3,920. Karen made a motion to approve bills to be paid and Mark 2nd the motion. Motion carries.

CHAIRMAN'S REPORT

Barry has background checks for 3 new firefighters. Barry made a motion to approve the following new volunteer firefighters: Gary Pickens, Darin Anderson, and Ryan Hendrickson. Mark 2nd the motion. Motion carries.

ADMINISTRATION HOURS: Barry-10 Mark-3 Karen-23 Joe-3 Maria-4

STATION REPORTS

DMVFD: Training: 378 Maintenance: 150 Administration: 95

Station 1 had 10 runs.

Joe has the following purchase requests: 6 water rescue throw bags \$359.70 and Plug & Dyke on all rescue units for \$81.33 plus shipping \$32.85 for a total of \$473.88; reimburse Jesse Sloan for CPR and first aid class \$38.79; send Jesse to Colorado Fire Camp \$375; 2 new people to Fire Camp \$950; and 6 uniform shirts \$114. The total for purchase requests is \$1,951.67. Joe is also requesting \$1500 to remodel the inside of Station 2 due to water/rotting damage. He needs a 20 yard dumpster for Station 2 cleanup but is unsure of cost; reimbursement for additional name tags \$42 and patches \$50.50; cleaning supplies for Station 2 at \$22.20; kitty litter \$55.27; power surge strips \$9.97; and water \$67.42. Karen made a motion that we approve Joe's reimbursement requests totaling \$247.36 and Barry 2nd the motion. With Joe abstaining motion carries. Karen made a motion to approve Joe's purchase requests for the following items: rescue and hazmat materials, 6 rescue throw bags, sending 3 additional people to Colorado Fire Camp includes travel expenses, 6 uniforms shirts to include shipping costs, and paying for Jesse's CPR/First aid class totaling \$1951.67. Barry 2nd the motion. With Joe abstaining motion carries. Karen made a motion to approve \$1500 for remodeling and cleanup of Station 2 and a 20 yard dumpster of unknown cost (should not exceed \$800). Barry 2nd the motion. With Joe abstaining motion carries.

Joe said that Jesse is requesting that the board pay for the mounting kit for installing the light bar on his personal vehicle. The board reiterated that the district's policy states that equipment is replaced if damaged and all volunteer firefighters are initially responsible for purchasing their equipment for personal vehicles.

DMFPD/EMS:

Vickie was not present at meeting due to personal reasons. Karen reported that the new ambulance is scheduled for delivery in June. Karen had concerns over the outstanding bill for Med 1 repairs from Dirk's totaling \$1085.81 and why the ambulance was repaired without board approval. Barry stated that Vickie made an executive decision regarding Med 1 repairs and district policy was followed regarding the need of an emergency vehicle. Barry made a motion to pay Dirk's for Med 1 repairs totaling \$1085.81 and Joe 2nd the motion. Motion carries.

SECTION REPORTS

INSURANCE:

Mark reported that Worker's Comp list is current as of early May. He will need all the specifications for the planned playground from Galen in order to request premium estimates from insurance agent.

COMMUNICATIONS:

Skip had to leave on a medical call during board meeting. Joe said 5 HYT radios have been programmed by Skip. The Bendix radio equipment bids will be discussed at the next board meeting.

UNFINISHED BUSINESS

Joe said that the lot across from Station 1 has been purchased for \$4000 and we should get total for closing costs by next week. The size of the lot is 4.9 acres. Karen made a motion to pay for closing costs for the lot across Station 1 and Joe 2nd the motion. Motion carries.

NEW BUSINESS

Pete uses McFarland to fill up Station 3 fuel tanks. Barry made a motion to allow McFarland to continue filling Indian Springs fuel tanks and DMFPD will purchase a meter for one tank at a price not to exceed \$250. Joe 2nd the motion. Motion carries.

The vote for a new letterhead for the district was tabled till next month's meeting.

Karen attended the National Fire Incident Reporting System training and found out that since Cotopaxi was merged under DMVFD Station 1 Chief; all runs should be reported under the same FDID number. Karen needs to type a letter stating that Cotopaxi runs are to be merged with Station 1 runs and all runs for EMS, Station 1, 2, and 3 will be reported under DMFPD FDID number. The letter will need to be signed by Barry Cole (Chairman) and Maria Matthews (Secretary). Karen made a motion that Barry and Maria will sign the letter stating that we want to do this merger and change the name. Barry 2nd the motion. Motion carries.

Cotopaxi's personnel records are missing- The board decided that the district's attorney needs to be contacted in order to see what needs to be done to rectify this matter. The removal of personnel records violates HIPAA law. Barry made a motion that the district contacts the attorney in regards to missing personnel records and Mark 2nd the motion. Motion carries.

Nancy from ISLA was present at the board meeting and announced that their annual HOA meeting is scheduled for June 27.

ANNOUNCEMENTS

The next meeting will be held at Deer Mountain Station 1 on June 17, 2015. Meeting will start at 1800 hours.

Barry made a motion to adjourn meeting and Mark 2nd the motion. Meeting is adjourned at 1931 hours.

Maria Matthews

Secretary