

**DMFPD Meeting Minutes
September 16, 2015**

Barry 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

Skip requested that Sangre de Cristo Power and Helipad lighting be added to Communications. Barry would like to add an executive meeting to discuss a personnel issue involving Skip per Title 24-6-402 (F) C.R.S. after New Business.

SECRETARY'S MINUTES

Minutes for August 19 board meeting were emailed to all board members. Barry made a motion to approve minutes and Mark 2nd the motion. Motion carries.

TREASURER'S REPORT

GENERAL FUND:

Checks #2719-2760

Beginning Balance- Aug		\$121,545.88
Fremont County Tax Deposit-July	\$7,818.35	
Heiman-void 2013 check never cashed	\$24.35	
Fre. Co Sherrif Office-void 2013 check never cashed	\$420.00	
CFR- void 2013 check never cashed	\$75.00	
Winnelson-void 2013 check never cashed	\$336.87	
Medical Income (Patient Payment)	\$50.00	
Medical Income (Ins. Payment)	\$158.93	
Refund of B12 pump shipping	\$370.24	
Bank Interest	\$1.04	
Total Income Aug	\$9,254.78	
Net Income & Balance for Aug		\$130,800.66
Expenses		\$27,928.76
Ending Checkbook Balance		\$102,871.90
Total Funds		\$216,672.61

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

Beginning Sept. 1st Checkbook Balance: \$102,871.90 County Tax Deposit-Aug.: \$8,446.12

Sept. Total Expenses: \$31,738.31 Ending Checkbook Balance: \$85,627.00

Karen mentioned the following additional bills: AeroCare- oxygen supplies \$90; Colorado Fire Camp- classes for Jesse Sloan \$375; and Mad River Fire 65% advance payments made to Barry, Jesse, and Jeremiah for a total amount of \$14,434.71- the state will reimburse the district for these advance payments. Barry would like to add Jenn Van Kekerix bill for processing the wildland billing paperwork at approximately \$35-45/person plus the truck. Karen asked the board to allow her to add Jenn's bill on this month's bills to be paid for up to \$200. Karen made a motion to approve bills to be paid and Mark 2nd the motion. Motion carries.

Karen has a license renewal for the ambulance that was in Cotopaxi, a bill from Communication's Solutions for VHF radios on Med 1 at \$2,479.45, and a bill from Motorola for 800 radios for Med 1 at \$3,051. Karen made a motion to pay Communication's Solutions bill and renew the license for the ambulance that was in Cotopaxi. Barry 2nd the motion. Motion carries. Karen suggested we cancel the Motorola order since we did not receive the grant for the 800 radios. Skip will have Vickie take care of cancelling the order with Motorola.

Barry talked with Darley Pumps regarding the Daco bill - they are working on getting bill waived and Barry will update the district as soon as he hears back from them.

CHAIRMAN'S REPORT

No Report.

Barry has 1 background check: Meagan Joy (Firefighter/EMT- Station 2) and will be going on national fires as well. Barry made a motion to accept Meagan Joy as a new volunteer for DMVFD and Joe 2nd the motion. Motion carries.

ADMINISTRATION HOURS: Joe-2 Karen-77 Mark-5 Skip-35 Barry-5 Maria-5

STATION REPORTS

STATIONS 1, 2 & 3 HOURS: Training-100

DMVFD had 6 runs.

Joe has purchase requests totaling \$11,775. Joe made a motion to approve purchase requests at \$11,775 and Barry 2nd the motion. Motion carries. Joe has the following reimbursement requests: \$182.05 for paint supplies; \$200- Andy Franklin for concrete; and \$210.92 for breaker. Joe made a motion to approve reimbursement requests totaling \$592.97 and Karen 2nd the motion. Motion carries.

Joe suggested that a letter be written to Barb Jackson on behalf of the district requesting the run records. Karen made a motion to send a letter to Barb Jackson and Mark 2nd the motion. With Skip abstaining motion carries. Maria will be writing the letter.

Skip said that he got a check from the Poindexters and he has given it to Karen.

DMFPD/EMS:

Vickie was not present at meeting. Skip said that Linda and he have a key for the medical records storage cabinet. He said that we will be covering for Ark River Rescue until the new board members are sworn-in in January and can sort out EMS situation.

DMFPD board members told Skip to relay message to Vickie regarding the need for her to store all medical records at the DMVFD Station 1. Joe made a motion that we give Vickie a week to get medical records to the office at Station 1 or we will schedule a special meeting to discuss the situation. Barry 2nd the motion. With Skip abstaining motion carries.

SECTION REPORTS

INSURANCE:

Mark said that our insurance renewal is set for October and he will add Meagan Joy on Worker's Compensation insurance.

COMMUNICATIONS:

Skip would like for the board to authorize him to sign the dispatch contract with Fremont County Communications Center - we will be charged approximately \$19/call for 24 hour dispatch services. The district is switching to 800 radios and all volunteers who do not have an 800 radio will be assigned one within the next week. Skip made a motion that the board authorizes him to sign a contract with the Fremont County District Communications Center and Joe 2nd the motion. Motion carries. Skip is meeting with Dave DelVecchio tomorrow to sign the dispatch contract and will email a copy to the board members.

Skip has contacted Sangre de Cristo Electric regarding the installation of a pedestal for power and service for the helipad at a cost of \$600. The board decided to try solar lights around helipad for 6 months before considering a more expensive option. Skip made a motion to have Sangre de Cristo Electric install the pedestal for possible future lights around the helipad perimeter at a cost of \$600. Mark 2nd the motion. With Skip abstaining motion carries.

Karen said that the HYT radios cost the district approximately \$500 including a battery and charger. Skip made a motion that we list the HYT radios on eBay for \$300/each (include battery & charger) and see what response we get. Karen will be in charge of placing the radios on eBay. Barry 2nd the motion. Motion carries.

OLD BUSINESS

Karen submitted the SRUP application on August 24th - planning and zoning reviewed it and sent us a deficiency list with further instructions on September 1st. The following items are needed: Karen needs to do more research on septic system and add findings to application, our well permit is for fire protection only- Karen is currently working with department of water resources and has applied for a new well permit (\$100) to add an exemption allowing us to use it for restrooms and kitchen. The site plans changed to include the helipad. Copies were made for the County and letters need to be sent to surrounding neighbors and a few other entities. She will send certified letters tomorrow and signs need to go up in front of Station 1 by Monday. All the revisions and the revised application need to be in by noon on Monday. The Planning Commission meeting is scheduled for October 6th and the Board of County Commissioners Public hearing is on October 27th. Furthermore, we were told that we need a storm water drainage retention pond before construction of building can began; we will need to hire a professional to do this job and Karen and Joe will be working on estimates.

6272 CR 28 Lot Purchase - Dinah Kennedy has a claim against Stewart Title and we have to wait for this claim to be settled before closing on the lot.

2015 Budget Amendments & 2016 Budget - The department heads met to make revisions for the 2015 budget amendments on September 3rd. Karen would like to schedule another budget planning meeting for Tuesday, September 29 at 10 am. At the next board meeting we can agree on the 2015 budget amendments and 2016 budget and schedule a public hearing for the November board meeting.

NEW BUSINESS

Joe is waiting to hear from Blake at Community Leasing regarding both the lease for

refitting the new brush trucks and the new building project. Karen made a motion that we are able to put both the metal building and concrete up for bids and Barry 2nd the motion. Motion carries.

Barry made a motion that we go into executive session to discuss a personnel matter regarding Skip Moreau pursuant to Title 24-6-402 (F) C.R.S. and Karen 2nd the motion. Motion carries.

OPEN FORUM

DMFPD regular meeting is now reconvened - Skip decided to discuss personnel matter in open forum. The personnel issue has to do with a medical call that occurred on September 7th. After much discussion, it was decided that a miscommunication occurred causing a SAR stand down that was not ordered by Skip. It was also decided that this event was a perfect opportunity to review our SOP's and make some changes; the department can learn from this experience.

ANNOUNCEMENTS

The next meeting will be held at Deer Mountain Station 1 on October 21, 2015. Meeting will start at 1800 hours.

Barry made a motion to adjourn meeting and Mark 2nd the motion. Meeting is adjourned at 1940 hours.

Maria Matthews

Secretary