

**DEER MOUNTAIN FIRE PROTECTION DISTRICT
BOARD MEETING MINUTES – DEC. 14, 2016**

CALL TO ORDER – by Chairman Gerry Hoover

Board members present: Gerry Hoover, Karen McKee, Mike Gonzalez, Darin Anderson,

PLEDGE OF ALLEGIANCE– lead by Vice Chairman Gerry Hoover

CHANGES TO AGENDA: One addition – Karen requested that under new business; an addition to approve new payroll rates.

2016 BUDGET AMENDMENT HEARING (6P.M.) Karen stated this public hearing is to adopt an amended DMFPD 2016 budget. The hearing was advertised in our paper of record, the Canon City Daily Record, on Nov. 30, 2016. The amended budget has been posted on the bulletin for review since November 18, 2016. She has not received any changes or comments regarding the proposed 2016 Budget. She asked if anyone present had any changes to the proposed 2016 amended budget. As there were no changes to the proposed 2016 Budget Amendments as presented from either Board members or the public Karen made motion to approve the DMFPD proposed 2016 Budget amendment, seconded by Darin, motion carried.

Karen made motion to approve Resolution 20161214-01. This resolution is for Supplemental Budget and Appropriation. She emailed this resolution to the board for review prior to the board meeting. This resolution basically states to show an increase in appropriated funds from \$253,035.68 to \$800,531.50. This increase comes from monies carried forward, donations, State Fire, capital leases, selling of assets, EMS billing, and Grants. Mike seconded, motion carried. Karen stated that the public hearing was now completed.

Approval of Minutes November meeting

Minutes were e-mailed to board members prior to meeting for review – no corrections or additions were requested, Darin made motion to approve, seconded by Gerry, motion carried.

Public Input: None from those present; Darin read an e-mail from Elaine Foster, supporting the Board in the operation of the EMS unit.

Treasurers' report:

Beginning checkbook balance for November 2016 \$76,073.56

Deposits to date:

County Deposit for prior month	\$ 3,083.29
Gallimore Oct. 1 6272 CR 28 pymt	360.00
St Fire, Cold Springs, Part – Hayden	43,543.67
Medical Income	7,137.78
Active911 Char Fedel	11.75
Strive Grant/Digital Sign	2,038.36
State Fire pymts.Hatchery/Lava Mtn	29,492.64
Active911 Sarah Gonzalez	12.00
Bank Interest	<u>1.02</u>
Total Monthly Income to date:	85,680.51
Total income plus beginning balance	\$161,754.07
Total expenses to date	39,700.46

Ending check book balance \$122,053.61

Other bank account balances:

Emergency reserves	\$50,354.55
Capital Improvements	\$50,410.43

Brush Truck 4 Debit Acct.	77.81
Medical Checking	1,530.90
Paypal Acct.(donations)	48.02

Total Funds \$224,476.02

Karen made motion to accept treasurer’s report, Darin seconded, motion carried.

Bills to be paid:

Beginning checkbook balance for December 2016, \$122,053.64, deposits to date, \$9799.65, expenses to date, \$18,740.37. check book balance, \$113,112.92

Karen stated workers comp. payment is due and will be discussed under insurance. She cut a check for Joe’s reimbursement request and also a check reimbursing Gary Pickens at these were preapproved purchases and within this year’s budget. Karen again thanked Gary Pickens for saving the District dollars. He shopped the Black Friday sales at Sears and found good sales prices on the needed tool boxes, and other tools. She stated he saved 50% which equals \$500 alone on a 500 piece tool set. He also found a deal on bolt bins full of nuts and bolts at a cost of only \$110.00.

Karen made motion to pay bills, seconded by Mike, motion carried.

Payroll – November payroll and liabilities totaled \$7853.10. Payroll INC/EXP For the past 7.5 month \$15,412.10 has been used that is coming from District funds to support payroll. This averages to approx. \$2054.95 a month. Karen reported that the average has started to decrease – which is a good sign.

EMS Billing – November income from billing totaled: \$7088.60.

EMS BILLING	Billed	Received	Write-Off	# of runs
April	22,581.00	27.73%	62.98%	15
May	6,580.00	30.70%	64.66%	4
June	14,217.00	19.00%	44.76%	12
July	17,135.00	32.41%	53.13%	12
August	27,305.00	22.67%	56.19%	18
September	14,779.00	30.94%	33.61%	13
October	11,686.00	16.10%	24.32%	8
November	15,233.00	1.04%	16.80%	10
December				

National Fire Billing: DMFPD has received enough State fire payments to cover the State Fire Disbursements for 2016.

Admin hours. Karen 75, Mike 10, Darin 12, and Gerry 8.

Application for volunteer firefighter – Thomas Adams; he has been a firefighter with another organization and will be in this area for approx. 6 months. Karen made motion to approve Thomas Adams as firefighter, Mike seconded – motion carried.

Barry resignation: Gerry read letter from Barry’s announcing his resignation. Karen made motion to appoint Gerry Hoover as Board chairman, Mike seconded, motion carried.

Resolution 20161214-02 – This resolution is to change names on Great Western Bank Accounts, removing Barry Cole. The by-laws require the chairman, vice chairman, and treasurer names be on the

signature card. Karen made motion to pass resolution 20161214-02 remove Barry Cole and to authorize Mike Gonzalez on the bank accounts as the District presently has no Vice Chairman. Gerry seconded motion carried.

Station 1, 2, 3

Training Hours 114; 9 runs.

Joe requested purchase of 2 gas tanks for Station 2 totaling 500 gallons on stands with locking mechanism one is diesel the other is gasoline, from Jay Demay. FCDOT would like us to cease purchasing fuel from them. After discussion Karen made motion to purchase tanks from Jay at a cost of \$500 to be paid after installation, and no sooner than Jan. 1, 2017. Gerry seconded, motion carried.

EMS – training 100 hours, 13 runs.

Joe stated that Scott Yoder would not be completing the EMT training. Discussion followed regarding the \$1700 contract that was signed between Scott and the DMFPD. Karen will contact Scott, and discuss setting up monthly payments to repay loan. She will report to the board at the January meeting. Joe stated that Gary Pickens has found a mechanic to come and work on Tender 11 – at a cost within the budget.

Insurance:

Workers' Comp quotes:

After Mike presented information on quotes, Pinnacol's bid would save \$236.00 per year. Karen made motion to accept bid from Pinnacol of \$1900.50. With the first quarter to be paid in 2016 as money is in the 2016 budget. Gerry seconded, motion carried.

Liability: outside groups and visitors: Mike reported certification of liability had been received from GVPOA, DMCO, Ross Springs, and Old Path Baptist church. In regard to visitors per a letter from the attorney, DMFPD needs to maintain safe conditions since DMFPD is doing that no actions is needed.

Equipment Theft:

Mike reported that a firefighter has left, and not returned equipment and a wildland fire helmet that was assigned to him, the cost amounting to \$2055. Mike checked with the insurance and to file a claim such a small amount would not be likely to affect the insurance premiums in the future. DMFPD has a deductible of \$500. Mike made motion to file the claim amounting to \$2055. Gerry seconded. Darin reported that attempts have been made to contact the person, and failed – and a warrant has been issued through the Fremont County Sheriff's Dept. After brief discussion, motion carried.

Communications

Darin reported that he has updated the Grasshopper and Answerite, to reflect current information and personnel.

Old Business:

Retac – (actually CDPHE) work is progressing and will be completed on schedule. After discussion of various levels of EKG expense – Karen made motion to request a LifePak 15L EKG monitor for \$35,000 which would translate to \$3500 cost to the District. Mike seconded, motion carried.

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EMS Mailer:

Karen reported the mailer went out 12/2, and is within budget, DMFPD has received \$1150 donations to date to cover cost of mailer.

The Reserve at Texas Creek Inclusion Expenses:

Karen reported receiving \$882.75 for inclusion expense from The Reserve at Texas Creek for attorney's fees . There has been an additional bill received of \$648 for attorney fees that DMFPD will pay since The Reserve at Texas Creek has paid over one half the expense which they had volunteered to do!

Inclusion Mailings, MVA/Fire Billing, PILT update

Gerry gave each board member an example of a mailing that Oklahoma sent out to residents outside the district, or in unincorporated areas. After discussion he asked that each board member review what he presented and e-mail him with ideas and suggestions. He will present the sample mailer at the next board meeting.

Station 3 – Darin reported that he is waiting for quotes for building to be returned. He also reported that DMFPD has received approval for easement requests from Indian Springs HOA which after approval from the County Commissioners will save DMFPD time, labor and money!!!

EMS HR – Darin reported another review will be done in January to see just what can be done to maintain the services Station #2 is providing. He will bring that information to the board meeting in January.

Claim that District is violating Service plan by employing:

Gerry read an 'e' from attorney Kathryn G Winn: Quote: "Of course you can hire employees. Per section 32-1-1001(1)(i) of the Special District Act, all special district has the power to 'appoint, hire, and retain agents, employees, engineers, and attorneys.' The fact that your service plan is silent on this point is irrelevant. If you need a more detailed analysis, I can provide one with lots more legalese, but this is basically what it boils down to." Unquote.

New Business:

Approve 2015/16 accomplishment posting on website.

Darin made motion to approve the posting of DMFPD accomplishments for 2015/16 on different venues to be determined by the board, seconded by Gerry, motion carried.

Resolution # 20161214-03 meeting dates. Karen made motion to approve meeting dates for 2017 – DMFPD meets the 3rd Wednesday of every month except Dec. The meeting in December is on the 2nd Wednesday of the month. Gerry seconded. Motion carried

New EMS Pay Rates

Because of the minimum wage increase Karen made motion that DMFPD make the following adjustments to the payroll rates effective January 1, 2017:

Drivers: from \$8.31 – to \$9.30
EMT Basic from \$9.35 – to \$10.35
EMT Intermediate \$10.40 – to \$11.40
Seconded by Mike, motion carried.

Next meeting will be Jan. 18, 2017

Karen made motion to adjourn, Gerry seconded, motion carried. Time was 19:35

Respectfully submitted
Patti Myers, Secretary