



**DEER MOUNTAIN FIRE PROTECTION DISTRICT**  
**BOARD MEETING MINUTES**  
**May 17, 2017**

**CALL TO ORDER** – Darin Anderson called the meeting to order at 1800. Directors present: Darin, Karen McKee, Mike Gonzalez, and Gary Pickens.

**PLEDGE of ALLEGIANCE** was led by Darin Anderson

**CHANGES TO AGENDA** – there were no changes to the agenda

**MINUTES**

Darin made motion to approve March 15 regular mtg. minutes and Mar 21 special mtg. minutes, seconded by Karen, motion carried.

**PUBLIC INPUT for matters not on the Agenda.**

- Dan Warner expressed concern that an EMT had not been allowed to go on a run even though he was/is qualified. Darin and Karen explained that as a new EMT it was best if he ran with experienced EMT's before running alone. The EMT in question is now working at Station #2 on shifts, and is working with other EMT's.

**TREASURER'S REPORT:**

- **Treasurer's Report:**

- Beginning April checkbook balance	\$85,533.36
o County Deposit prior month	16,445.76
o Gallimore – May 1, 6272 CR28 payment	360.00
o Medical Income	2119.31
o EMS Donations	645.00
o Donations to District	126.00
o Scott Yoder pymt 3 for EMT class & books	100.00
o Transfer from Cap. Improv. For Truck payoff	30,606.27
o Strive Grant for Themel, Bryan, and Murray	6,415.14
o Bank Interest	<u>1.02</u>
Total Month to Date Income	\$56,818.50
Total income plus beginning balance	\$142,351.86
Expenses to date	<u>43,801.68</u>
Ending checkbook balance	\$96,550.18
Other account balances:	
Emergency Reserves	\$50,379.42
Capital Improvements	19,829.13
Brush Truck 4 Debit Account	5,794.62
Medical Checking	1,633.99
Paypal account (donations)	<u>0.00</u>
Total funds	\$174,187.34

Karen made motion to accept Treasurer's report for April 2016, seconded by Mike, motion carried.

- **Bill Pay Approval:**

- Beginning checkbook balance: \$98,550.18. Income to date: \$80,888.73. Karen stated bills to be paid included firefighters payments of \$17,862.93 Income on the bills to be paid report include \$666.00 from Indian Springs for the rental of the chipper. The Board thanked Darin for donating his time to this mitigation project in Indian Springs. Total income plus checkbook balance: \$177,438.91. Expenses to date: \$36,017.95, this includes payments to firefighters of \$17,862.93. checkbook balance to date: \$141,420.96.

Karen made motion to pay bills presented for May 2017, Darin seconded, motion carried.

- **Payroll expenses** – April EMS payroll and liabilities totaled \$5,971.64/ The use of District funds to support payroll is still averaging about \$2000 per month

- **EMS Billing**

- April income from billing totaled: \$1545.43

EMS BILLING	Billed	Received	Write-Off	# of Runs
April	22,581.00	34.25%	67.63%	15
May	6,580.00	30.70%	64.66%	4
June	14,217.00	30.59%	61.23%	12
July	17,135.00	35.70%	66.70%	12
August	27,305.00	45.83%	62.39%	18
September	14,779.00	51.03%	40.31%	13
October	11,686.00	52.65%	41.23%	8
November	15,233.00	24.98%	60.14%	10
December	11,747.00	22.24%	67.12%	9
January	11,253.00	10.92%	49.25%	9
February	5,570.00	17.73%	60.01%	4
March	16,522.00	14.92%	32.72%	10
April	13,895.00	1.33%	8.38%	10

- **Nat'l fire billing** – Payment has been received for Oklahoma and Kansas fires. Engine 12 earned \$16,831.94, Support 11 earned \$494.00 for a Total of \$17,325.94.

- West Mimms Fire; many thanks were extended from the Board to the crew on this fire The crew men are; Joe Watts, Robert Themel, and Scott Yoder, who have taken E13 to this fire. They had been on the fire for 21 days, and as of this date are finishing up two days of rest and will be back at work tomorrow for another 14-21 days.
- Purchasing Agent Reimbursements & Requests; Gary Pickens presented a purchase request form totaling \$2800. This includes a radiator and a drive shaft for Tender 11, and 6 tires for E13/E12 (new to go on E12, E12 tires to go on E13). Karen made motion to approve the purchases totaling \$2800, Mike seconded, motion carried. It was stated that because of Gary and Paul giving many volunteer hours, thousands and thousands of dollars have been saved. The board extended many thanks to Gary and Paul. Karen stated that after these expenses it only leaves \$317 in the budget for vehicle maintenance and repairs. Karen stated that there is \$3,194.91 left in the medical vehicle expense account, after the 300 steering yoke that was approved for Med 2. Expense items will be addressed at a later time in this meeting.

**CHAIRMAN'S REPORT:**

- Admin Hours
  - Darin - 8
  - Karen – 90
  - Gary – 80
  - Mike - 5
- **Chairman's position** – The Board is actively searching for a chairman to replace Gerry Hoover who resigned on May 6.
- **Update on discussion with Commissioner** – Darin reported that the meeting went well, and the commissioner was aware of the problems in district.
- **Management level Volunteers:** Darin stated the Board has become pro-active searching for volunteers to help with the management of the district.

## STATION REPORTS:

### Stations 1,2 &3:

- Mark reported 37 training hours & and 6 runs for all three stations
- **Purchase/Reimbursement requests**  
Mark – requested reimbursement for DMVFD – brake pads, chipper jack, vehicle maintenance supplies, fuel meter, CO detector. totaling \$483.13, plus reimbursement to Gary Pickens for \$265.69 for lubricant, oil, and shelving. Karen made motion to pay the reimbursements, Mike seconded, motion carried.  
The purchase request form was for a hand grinder for Station #2, and protection vests for EMS staff when on hazardous duty. After discussion of what level of protection to purchase in the vests, Karen suggested this item would be discussed further down in the agenda.
- **Station 2 fuel meter:** Karen reported the meter has been installed and the tank was to be filled May 17. However, the fuel was delivered to Station #1, instead of Station #2. Karen will get in touch with Acorn to get the tank moved to Station #2. She has created a log sheet to be completed when fuel is removed, stating the date, vehicle, mileage, gallons, and a signature.

### EMS:

- Training Hours – none known of other than those going to paramedic school. Number of runs 12
- The ambulance ALS license was approved by the Fremont County Commissioner at the April 25, 2017 meeting and is current for a year.
- **Mutual Aid agreement with Custer County** – The board members were sent by e-mail a copy of the agreement for review. Karen made motion to approve mutual aid agreement with Custer County, Mike seconded, motion carried.

## SECTION REPORTS

**Insurance:** Mike stated nothing new to report.

**Communications:** Darin had nothing new to report.

## OLD BUSINESS:

- **Ambulance Grant (CDPHE) Update;** Mike and Karen traveled to Denver on 5/11/17 for hearing. Both people stated the presentation went well. A response will be given by July 1.
- **PILT (Payment in Lieu of Taxes) Funds ;** Darin reported that if there is Federal land within District the District is entitled to funds. Darin made motion to enlist the attorney to help with this project, seconded by Karen. Discussion followed regarding who could help determine the number of acres, and the dollar amount. Karen volunteered to go to the county office and determine the number of acreage is in DMFPD. Darin rescinded the original motion. Darin motioned to hire an the attorney, for three steps – 1. The first step is to find out if DMFPD is eligible for the PILT funding,2, what is the rate per acre, and 3. Process to get this funding. Seconded by Karen, motion carried.
- **Station 3 SRUP Application Update:** Karen met with Fremont Planning and Zoning, May 2, 2017. Planning and Zoning recommended approval of waivers for buffering, landscaping, hard surfacing, hard surfaced handicap parking space, and lighting plan. The next step is to obtain approval from BOCC at the May 23, 2017 meeting.
- **Station 3 Building update and excavating:** By the end of June there should be a shell erected. However, the excavator has pulled out. Darin made motion to approve funding for exaction for Station #3, at a cost of \$15,250, minus 5 percent. This was tabled until further in the agenda.
- **Chief position search** Karen made motion to approve changed want ad wording and the web site contents to read a minimum of 10 years experience in firefighting, and the applicants may send the resume either by e-mail, or to the physical address of DMFPD , Darin seconded, motion carried.  
Karen made motion to change chief's job description from pay scale to volunteer or compensation negotiable, Gary seconded, motion carried.  
Karen then made motion to approve putting web site content on the put site, and on home page of the DMFPD.org. Seconded by Mike, motion carried.

- **Prioritization of Expansion Budget Funds** at the end of April \$10,044.24 plus fire income of \$17,329.94 with a total as of this date: \$27,370.18. Karen stated this will grow to approx. \$36,370, with estimated \$9000.00 in proceeds from the sale of 157 White Cloud lot (buyer of lot has requested funds go to station 3 construction).
- Expansion Budget Priorities

Description	Amount	Priority Balance
1. Supplemental Vehicle Repair & Maint Funds	3,000.00	3,000.00
2. FF Equipment Maintenance	2,000.00	5,000.00
3. Fuel Budget	1,500.00	6,500.00
4. EMS Body Armor	3,300.00	8,800.00
5. Sta. 3 Building/Excavating	15,250.00	24,050.00

- Darin made motion to use the Expansion Budget Priorities for: fuel:\$1500; FF equip, maint: \$2000; Supplement Vehicle Repair & Maint Funds: \$3000; EMS Armor: \$3300; and Ste 3: \$15,250
- Karen seconded, motion carried.
- Items left to be prioritized, Building of the 3<sup>rd</sup> LMTV, \$12,000
- Increasing EMS staffing to 12 hours per day - \$33,000

**NEW BUSINESS:**

- Cody Park Water Tanks - Karen stated Cody Park was to be at meeting and was not in attendance.
- Karen made motion to approve the sale of 157 White Cloud Dr, to Joan Adair, for \$9,900 Darin seconded motion, motion carried.
- Karen made motion to approve Sale of 157 White Cloud Resolution 20170517-02, Gary Pickens seconded.
- Karen stated after expenses DMFPD would receive approx. \$9000. Karen was thanked by the board for doing all the real estate work and transactions which saved the District money. Motion carried.
- Advance FF Pay Modifications Resolution 20170517-01, Advance Firefighter Pay modifications for single resources. The District's decision to pay firefighters an advance of 65% of their salary prior to receiving payment from the state was put in place to try to attract firefighters and engine bosses to the District to take District trucks out to national incidents in order to earn income for the District. Karen reported this has worked well and the trucks have paid for themselves. In this situation the firefighters and engine bosses are helping the District. What has been found recently is that this advance pay has attracted numerous single resources that don't live in the District to join the DMVFD. This, then, gives them the benefit of the 65% advance pay. It has become apparent that these single resources are likely to be out often at national fires. The Board did not foresee this happening when the program was initiated. Karen explained that paying the singles resource a 65% advance could quickly put a strain on the District resources. She stated this is not a wise use of tax payer funds, because the single resources going on incidents provided very minimal financial benefit to the District.

To date, the district has advanced single resources \$23,253.27, and engine crews \$11,300.00. Karen suggested the board should change the 65% advance salary pay to be used only for DMVFD personnel taking out District apparatus that have been requested by a resource order. Karen made motion to rescind Resolution 20160217-02, Darin seconded, after discussion this motion was rescinded.

Karen made motion to rescind Resolution 20160217-02 and approve Resolution 20170517-01 Subject: Advance fire fighter Pay for National/State Incidents; to become effective immediately for all future deployments of single resources. Personnel taking DMFPD apparatus (Engines/Trucks/Equipment to incidents and deployed via a resource order for that apparatus are eligible for a 65% advance of their salary. Single Resources may receive 30% advance of their salary, shall not take District apparatus to incidents and are responsible for paying their own expenses, (transportation, fuel, lodging, etc). Darin seconded, after discussion, motion carried. Motion carried. Darin Abstained. Mike suggested that we keep this on the agenda to be revisited next month. Erik said the Single recourse could add input to this discussion. Karen suggested that Erik and the single resources send their input to the board before the next board meeting.

- DMFPD Wood Chipping Services - Galen expressed concern that the DMFPD board was setting up an illegal business of wood chipping. Galen stated that he would not have an issue with the District doing chipping for free, but he has an issue with the District doing chipping for a minimal fee to cover the maintenance of equipment. Darin clarified that our intent was to provide a basic service to help mitigation for the District and that this operation has not been set up to for profit. Charges for the chipper are to cover maintenance. Darin asked the board if the board believes that that the continuation of this service is in the interest and the jurisdiction of DMFPD. Darin motioned that DM is within its service level agreements to provide a fire mitigation type wood chipping service and that we continue that service. Gary seconded. Motion passed. Darin abstained. Darin suggested that we take a look at our rate, existing rate fair, or do we charge full rate or find a

way to do it for free. Galen charges 110-120/hour with two laborers for chipping only. Karen motioned that research other chipping service prices and revisit this at the next meeting. Mike Seconded. Motion passed. Darin abstained.

- Karen made motion to adjourn meeting. Gary seconded. Motion carried.
- Meeting adjourned 20:14

**ANNOUNCEMENTS:** Next board meeting will be held June 21, 2017 at 1800 hours.

**ADJOURNMENT**