

DEER MOUNTAIN FIRE PROTECTION DISTRICT
BOARD MEETING AGENDA
MINUTES
07/19/17

CALL TO ORDER – called to order by Darin Anderson at 1800.

Board members present: Darin Anderson, Karen McKee, Gary Pickens, Jake Kincaid, Mike Gonzalez

PLEDGE OF ALLEGIANCE – Lead by Darin Anderson

CHANGES TO AGENDA – No Changes

MINUTES – Approve June 21, 2017 regular meeting and July 1 special meeting minutes. Darin made motion to accept, Karen seconded, motion carried

PUBLIC INPUT for matters not on agenda -3 minute limit/no disrupting pursuant to 18-9-108 C.R.S. Darin explained how this item would be directed; There will be a 3 minute limit for an individual, and a 30 minute maximum allowed for the Public Input. If a topic comes up that is not on the agenda, it will be added to next month's agenda. There will be no interruptions allowed.

Scott Fallis, president of Indian Springs Land Owners Assoc., read a letter from the ISLA thanking the DMFPD board for all the help, and expressing concern for the coverage with current equipment. ISLA members have donated time, money, and land to make Station #3 a reality. ISLA requested DMFPD to supply an updated truck to support Station #3.

Nancy Reed, of ISLA, also thanked the Board for all the improvements that have been done, and requested an updated fire truck to support the firefighters and the community at Station #3.

TREASURERS REPORT:

Treasurers' Report:

Beginning checkbook balance for June - **\$136,964.79**

Deposits this month to date:

County Deposit	17,064.55
Gallimore-June 1,6272 CR28 pymt	360.00
Medical Income	6,420.84
EMS Donations	350.00
Donation	49.99
FF Support Foundation Grant	7,500.00
Refund Original Srup Appt. fee	1,800.00
State Fire Pymts Fy17FNF	9,351.50
State Fire Pymts W.Mims/Cowbell	26,798.36
State Fire Pymts – Red Fox/Miller	10,447.50
Reimbs K.McKee for erroneous purc	410.63
Wood Chipping GVPOA	418.00
Bank Interest	<u>1.32</u>
Total Income to date	\$80,972.75

Income plus beginning balance: **\$217,937.54**

Expenses to date: 99,786.90

Ending checkbook balance **\$118,150.64**

Other Acct. Balances:

Emergency Reserves 50,391.99

Capital Improvements 19,831.82

Brush Truck 4 Debit Account 85.77

Medical Checking	1,634.01
Paypal account (donations)	0.00
Total funds	\$190,094.23

Karen made motion to accept treasurers report for June, seconded by Mike, motion carried.

Bill Pay Report – Total income to date is \$38,884.86, total expenses to date \$62,376.86, leaving a checkbook balance of \$94,658.68. Karen made motion to pay bills for July 2017, seconded by Darin, motion carried.

Karen presented

Payroll expenses: P & L report, Karen explained the report as presented – and stated that everything is under budget at this time.

EMS billing: Karen reported an income of \$6,420.84. In June 13 runs were billed. June billing was \$12,072.00. The use of district fund is averaging \$1900.00 per month. This has decreased from previous month.

		# Of			
EMS BILLING	Billed	Received	Write-off	Runs	
April	22,581.00	34.25%	69.18%	15	
May	6,580.00	30.70%	64.66%	4	
June	14,217.00	30.59%	69.41%	12	
July	17,135.00	36.78%	66.70%	12	
August	27,307.00	45.83%	63.49%	18	
Sept.	14,779.00	51.20%	42.68%	13	
October	11,686.00	52.65%	41.23%	8	
November	15,233.00	29.71%	72.11%	10	
December	11,747.00	22.24%	67.12%	9	
2017 January	11,253.00	27.57%	53.26%	9	
February	5,570.00	17.73%	60.01%	4	
March	16,522.00	36.49%	53.84%	10	
April	13,895.00	20.93%	36.09%	10	
May	7,679.00	21.55%	41.13%	12	
June	12,072.00	00.00%	00.00%	13	

Nat'l fire billing: Karen reported Erik, Adam, and Tyler took E12 to Southeastern Colorado for support in the San Juan National Forest for 7 Days. She stated this incident has been billed, and the estimated income is \$8800. Erik, Adam, and Tyler were advanced their 65% which totaled \$3535.25. Karen also reported that 5 single resources were on deployment at 3 different locations since late June, and they were advanced their 30% which totaled \$5743.02.

Purchasing Agent Reimbursement & Requests – Karen made motion of purchase request of up to \$500 to repair Engine 31, seconded by Darin. Discussion followed of expenditure into Brush 31 at Indian Springs. Consensus was that this would be a good investment. Motion carried.

Chairman's Report:

Admin Hours: Mike 10, Darin 25, Jake 0, Karen 95, Gary 60.

New Volunteer Approval – 2 Volunteers were approved: Chad Curtis, Darin made motion to accept Chad as a member of the DMVFD Karen seconded, motion carried. Darin made a motion to approve Falyn Smith as a member of the DMVFD– Karen seconded motion carried.

Station Reports:

Station 1, 2 and 3

Training hours & Runs – 33 training hours, 12 runs.

Purchase/reimbursement requests – Mark requested \$240 for boots, 15 Fire IRPGS, plus \$3.00 15 @ \$46.00. \$415.00 for Firefighter camp for Adam Anderson, \$180 GPS, Stryker cot was donated, and now needs an oxygen holder \$190.00, plus numerous smaller items. We have a volunteer that is will to mow the grass, but a new mower is needed. Mark requested for self-propelled mower – Totaled \$1431.00. Karen made motion to approve Mark's purchase requests– Darin seconded, motion carried.

Reimbursement request – Mark requested \$217.55 to replace monies used from DMVFD – Karen made motion to approve payment to DMVFD for replacement of funds used, seconded by Mike – motion carried.

Purchasing Process –Mark stated the Firefighters approved setting up this process in lieu of using firefighter monies. This would involve setting up a special account for these purchases needed between board meetings using DMFPD monies instead of the DMVFD monies.. Karen made motion to create a purchasing account for the purchasing agent to use between board meetings, and the account would be reimbursed at the following board meeting, with a starting balance of \$3000.00. Karen amended motion this action would be contingent upon approval from accountant, and if no answer from accountant she would like approval to talk with attorney about this proposal. After discussion and clarification, Jake amended Karen's motion to approve setting up a budgetary account that is part of the current budget line item account, and will proceed with the process contingent upon the accountant and or the attorney approving such action, Karen seconded. Motion carried.

Karen then made motion for approval for either her or Jake (Larry) to contact attorney for clarification for this process, Darin seconded; motion carried.

EMS

Training hours & Run – Rick reported 17 runs with 0 training hours.

EMS Chief – Rick requested that the requirements for a Chief include experience with EMS and EMS training for a number of years, with at suggested salary of \$6000 a year. Darin made motion to consider Rick's suggestions for EMS Chief requirements and EMS Chief, and the matter will be brought to the August board meeting- Mike seconded, motion carried.

Training requests- Darin made motion to approve IV training requests for Robert Themel at a cost of \$465.00 or less, seconded by Mike. Karen will investigate to find the same class for a lower rate, with Rick's approval that it is suitable, motion carried.

Section Reports

Insurance: Mike – nothing new to report.

Communications

Purchase requests – Darin – made motion to purchase \$1329 allotted in the budget for communication supplies, which includes batteries, and a base, Karen seconded, motion carried.

Old Business:

Ambulance Grant (CDPHE) update – DMFPD was approved for \$174,003 90/10 grant, and a purchase order will be requested late July or early August – Karen presented Resolution 20170719-02, this Resolution basically states that DMFPD will use CDPHE grant for the purchase of an ambulance and that the DMFPD has the 10% funds set aside. Motion seconded by Mike. Motion carried.

PILT (Payment in Lieu of Taxes funds)– Darin has asked Jake to look at the information that he has collected and Darin & Jake will continue look into this matter.

Station #3 update- Darin reported – roof, and siding is complete, \$2300 left of what was approved, Darin made motion to approve purchase of items needed up to the \$2300 previously approved, seconded by Mike,

Chief Position Search – Unable to announce a chief at this meeting as one candidate has been out on deployment. The candidates will be contacted by two board members to see if they are still interested in the position. Jake suggested that the 2 candidates should be announced to the public; Jake and Darin will be conducting the preliminary interviews. Darin made motion to table announcement of Chief until the August board meeting, Karen seconded, motion carried.

Sale of 157 White Cloud – Karen reported the lot sold 06/30/17, the proceeds from this lot donated to DMFPD are \$9,377.96.

Prioritization of Expansion Budget Funds – Mark suggested priorities in the following order of: increase EMS coverage, LMVT - \$12000 for Indian Springs, and Chief pay, \$12000. Karen reported approx. \$8800 is expected income from recent Engine 12 deployment. Darin made motion to approve prioritization of 1. Expand EMS hours from 8 to 10 hours daily. For 18 months, approx. cost \$25,000. 2. Build brush truck for Station #3 at a cost of \$12000. 3. The Chief's pay (holding) at \$12000. 4. Increasing EMS from 10 -12 hours daily at a cost of \$25,00 (amended) , Karen seconded the amended motion, motion carried.

District account changes – Resolution 20170719-01 – With the addition of Jake to the Board, Karen reported the paper work with DOLA and the County have been filed and an updated transparency notice is posted on the District website the bulletin board. By-Laws state that Chairman is to be authorized on Bank accounts. This resolution created to approve name changes on all District bank accounts, adding Jake (Larry) Kincaid and removing Gerry Hoover. Darin seconded, motion carried.

Stryker Cot Donation: - Jason reported the cot was donated to Deer Mt. Fire from the Incident Command Management Team of Fremont county, value of this equipment is approx. \$8000.

Announcements – next Board meeting August 16, 2017 at 1800 hours.

Motion to adjourn: Motion to adjourn made by Darin, at 1945 hours, seconded by Jake, motion carried.