

**FORT LEWIS MESA FIRE PROTECTION DISTRICT  
BOARD of DIRECTORS' MEETING MINUTES  
January 15, 2019**

**Attendance:**

Directors:	Debbie Lee	Others	Jeannine Glasby (District Admin. Asst.)
	Brent Van Den Berg		
	Ginny DeJong	Absent	Paul Richardson (excused) John Lee (Fire Chief) (excused) Ted Stahl (excused)

Debbie called the meeting to order at 6:36 p.m.

**Minutes:** Minutes for December 11, 2018 were reviewed. Ginny **moved** to accept the minutes. Brent **seconded the motion**; Minutes were approved.

**Treasurer's Report and Financial Matters:**

- It was recognized that we paid 2019 Worker's Comp Ins. In 2018 causing our 2018 budget to be over by approx. \$7000. Also, \$42,000 budgeted to come from committed funds, was not reflected in the final budget numbers but was transferred. Which is the cause of it appearing that we in the negative \$35,000. Debbie headed discussion of insurance needing to be paid in the year they belong to.
- Brent **moved** to accept the December Treasurers Report and Ginny **seconded** the motion that **passed**. Checks were signed

**Public comment or correspondence:**

Thank you, card and donation for FLMFPD's swift response to their neighbors, from Steve Kramer & Victoria Calvert. A donation appreciation letter was sent out to them.

**Office Manager Report-Out:**

- Brent signed the 2019 Budget Package for submittal to the State.
- The updated DMV Authorization letter was also signed.

**Fire Chief Report-Out:**

- Jeannine was asked to compose a letter to Gabe declining an Impact Fee Study at this time. Debbie will sign it before it is sent.
- Shift work might be in place as early as June.
- Chief is requesting a work session regarding Station 1 expansion. A date was set for February 19 at Station 3; Time TBD.
- Participation in Project Merry Christmas deliveries was a highlight of the responder's year.
- The ImageTrend report, was reviewed. 12 responders on largest call in December; 22 responders responding this quarter; 26 on roster; 226 calls Year to Date.
- One application was presented for the Board's review. Sheena Brickey's application approved pending completion of paperwork then Debbie will sign it.

- Station 4's propane usage is being studied. It was looked after earlier and thought to have had any issues worked out. Brent suggested that tank heaters for the trucks might be more cost effective.

**Old Business:**

Action Items were reviewed and updated:

- Item 318 was discussed. Debbie **moved** that CRRF personnel be paid and reported on 1099's. Brent **seconded**. Motion **passed**.
- Debbie will write a letter responding to Tom McNamara regarding the Multi-Jurisdictional Hazard Mitigation Plan.
- The Board Moved to adopt Volume 1 and our Annex to Volume 2 of the HMP pending no overreaching requirements of FLMFPD are found. Any overreach will constitute non-adoption. Resolution 2019-0102 was **approved** after a **motion** from Debbie and a **second** from Ginny.

**New Business:**

- **Resolution 2019-0101**-designation of time and place for Board meetings and places where notices of such will be posted- **passed** with a **motion** from Debbie and a **second** from Brent.

Meeting adjourned at 8:58 p.m. **Motion** by Brent; **second** by Debbie.

Respectfully submitted,



Jeannine Glasby  
Secretary to the Board  
Fort Lewis Mesa Fire Protection District