

**FORT LEWIS MESA FIRE PROTECTION DISTRICT
BOARD of DIRECTORS' MEETING MINUTES
October 8, 2019**

Attendance:

Directors: Debbie Lee (arrive: 7:19) Others: John Lee (Fire Chief)
Brent Van Den Berg Jeannine Glasby (District Admin.
Ginny DeJong Asst.)
Ted Stahl Excused: Paul Richardson

Ginny called the meeting to order at 6:32 p.m.

Minutes: Minutes for the September 10th meeting were **approved** by a **motion** from Brent and a **second** by Ted.

Treasurer's Report:

- The September financial reports were reviewed by the Board. Jeannine gave clarification on lines the Board had questions on, including just under 3% of taxes collected is how the Treasurer's Fee is calculated. The Chief asked Brent (as Treasurer) if he would approve adjusting the lines in the Budget from overfunded to the underfunded, which he did. The Board reviewed and identified Staff Education Travel, Equip Maintenance. & Repair, Dispatch, Insurance, Mileage Reimbursement, as budget lines being able to shift monies from to other lines in Operations and Treasurer's Fee. After which there was a **motion** to approve the reports by Brent and **seconded** by Ted. Reports **approved**.
- Checks were reviewed and signed

Public Comment/Correspondence:

- Chief presented the document Incident Qualifications System Authorization which needed a signature from the Board after inspection and approval. They will review the document.

Office Managers Report:

- Jeannine brought up the request from the CSD Pool to fill out a survey to gauge interest in limited medical coverage for non-statutory volunteers. The Board decided we would fill out the survey.
- Jeannine shared information she had received from Kim, one of the Actuarial Report Writers. It reinforced the Pension Board's recommendation on the Pension Fund Contribution for 2020.

- Jeannine is in the process of finding an estimated cost for the Mobile Heart Testing to come to FLMFPD to test our FF baseline heart health so they would be eligible for the Heart & Cancer Trust Benefit. The Trust has allocated funds for our District to offset costs.
- The signed Trustee Nomination form for the Colorado Firefighter Heart and Cancer Benefits Trust will be emailed.

Fire Chief Report-Out:

- The installed tanks and hydrants at sta.'s 1 & 3 are ready for water delivery. The Chief expressed appreciation to the Board for their financial support in getting the systems up and ready. The tank @ Sta. 6 is next.
- The Chief requested \$4309.99 for medical supply cabinets for adequate storage, to be able to clear out the rooms @ Sta. 3 to house Scheduled Shift Volunteers. Debbie **moved** to approve; Ted **seconded** the motion; Motion **approved**.
- The Chief asked for permission to bid \$5000 on decommissioned Tahoe (was told if acquired the Dept. could have the light bar, etc.) at the La Plata County. Auction 12 Oct. It would be used to replace the 2-wheel drive Expedition. The Board did not approve this request. Chief also asked permission to procure, at a later date, another La Plata County retired Tahoe that will have the equip still in place for emergency response. NTE \$6500. Ginny **motioned** to approve; Debbie **seconded** it. Motion **approved**.
- Grant compliance completed 30 Sep. Contract is here. Purchase order TBD. Bod reviewed the Grant; due 21 Oct. Debbie will read through the document.
- The Chief expressed appreciation for Brent's hours of work on Sta. 1 expansion preparation.
- Sta.3 had an accident report which necessitated drywall repair and Chief looking for 5 more (high density) chocks.
- Station 4 insulation being planned. Brent talked to La Plata Insulation and found them unavailable. Stan Maddux evaluated and gave a proposal of \$9500, which would give an R factor of 48-50. Debbie **motioned** to accept; Ted **seconded**. Proposal **accepted**. Debbie suggested using the excess in the insurance budget line to fund the Insulation Refit. It was recognized that it will pay for itself in a relatively short time, given the continued high propane usage at Station 4 in the cold months.
- The CPR-AED Class will be taught in Red Mesa on the 18 & 19th; 1st Aid, /CPR-AED class will be taught in Hesperus on the 16th Nov.
- There are 31 Responders on the roster. 22 responded on the rolling quarter; 5 responded on the largest call. 176 calls YTD.

- Training: Basic Rural FF will start on Oct 26.
- Colo Fire Academy in Co Springs in January; 3 to attend.
- FLMFPD will host a CDOT & La Plata County Road Cooperator appreciation luncheon on 22 Oct.
- Christmas/Awards Banquet/Swearing in Ceremony will be Dec 7th. The Breen Community Building has been reserved.

Old Business:

- Action Item Review: AI's were reviewed.
- On the Station 1 expansion, Brent has gotten bids on: Excavation & Concrete (141 yds). Charlie Scouva is giving a bid for electrical. He is working on bids for other parts of the construction. Brent is still working toward getting wall engineering detail for the plans.
- Jeannine will rework the Marvel Spring access letter w/Debbie's suggestions.

New Business:

- The Budget Committee presented the preliminary draft version of the 2020 budget to the Board. The Board reviewed it and put in money for Grant requests; adjusted Office, Station, Building & Grounds, Operations Lines; approved \$25,000 Volunteer Pension Fund Contribution recommendation. The changes were made and the draft finished. The new draft is the budget available for public review. Jeannine will post the notice for the Budget Hearing which will occur at the December 10 Board Meeting.

Meeting adjourned at 10:40.



Respectfully submitted,

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