

RECORD OF PROCEEDINGS

Regular Meeting

October 31, 2023

Chairman Hall called the regular meeting of the Board of Directors of the Lake City Area Fire Protection District to order at 6:00 p.m. in the fire station. Those Directors present were: Brent Boyce, Dennis Cavit, and Jim Rowe (via video conference).

Director Brown was absent.

Also present were Bill Hagendorf, Manager (via video conference); Evan Milski, Fire Chief (via video conference); and Michelle Pierce, Secretary.

MINUTES OF PREVIOUS MEETING

Director Rowe moved, Director Cavit seconded to approve the minutes of the September 26, 2023 regular meeting as circulated. The motion passed with all voting yes in a general vote.

BILLS PAYABLE

Director Rowe moved, Director Boyce seconded to approve payment of the bills as circulated. The motion passed with all voting yes in a general vote.

TREASURER'S REPORT

Director Rowe moved, Director Boyce seconded to approve the Treasurer's Report for the month ending September 30, 2023 as circulated. The motion passed with all voting yes in a general vote.

QUARTERLY BUDGET REPORT

The Directors read the quarterly budget report submitted by Secretary Pierce.

MANAGER REPORT

The Directors read the report submitted by Manager Hagendorf (see attached).

FIRE MARSHAL REPORT

The Directors read the report submitted by Manager Hagendorf (see attached).

2024 BUDGET – Review of Draft

The Directors reviewed a draft of the proposed budget for 2024.

FINANCE – Review Draft Letter to Board of Commissioners Regarding Impacts of Increased Tourism

The Directors reviewed a draft letter to the Board of Commissioners. After some discussion, the Directors agreed to print it out on District letterhead and have it signed by Chairman Hall, Manager Hagendorf, and Fire Chief Milski. Manager Hagendorf stated that he would print it out on letterhead, sign it, and email it to Secretary Pierce who will obtain signatures from the chairman and fire chief and deliver it to the county administrator.

PERSONNEL – Review Status Update Regarding Succession Planning and Financial Impacts

The Directors reviewed a memo from Director Rowe outlining the committee's recommendation for succession planning and its financial impacts. In his memo, Director Rowe noted that the committee's recommendation is to divide the duties currently being performed by Manager Hagendorf into four areas of responsibility – Equipment and Facility Maintenance, Fire Chief, Fire Marshal, and Fire District Administrative Manager. Further, the committee is recommending that the committee move forward with filling the equipment and facility maintenance position and fire chief position in 2024.

Director Rowe stated that the committee is hopeful that filling these two positions can be accommodated within the District's current revenue stream. Director Rowe also noted that Manager Hagendorf has agreed to stay on as the District's administrative manager for the time being and that there is no timeline set for finding a replacement.

There was some discussion regarding the potential financial impacts associated with these recommendations. The Directors agreed that implementing the committee's full recommendation will require an eventual increase in revenues.

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PERSONNEL – Review Status Update Regarding Succession Planning and Financial Impacts (cont.)

Director Rowe moved, Director Cavit seconded to adopt the committee’s recommendation, and to authorize the committee to move forward in filling the equipment and facility maintenance position and fire chief position in 2024. The motion passed with all voting yes in a general vote.

FINANCE – Approve Sale of Eagle Compressor/Cascade/Fill Station to Chaffee County Fire

Manager Hagendorf stated that the Chaffee County fire department has expressed interest in purchasing the District’s Eagle Compressor/Cascade/Fill Station for \$4,500. He stated that the Chaffee County fire department would pick up the unit here. He stated that the replacement unit purchased with grant funds has been delivered.

Director Boyce moved, Director Cavit seconded to approve the sale of the District’s Eagle Compressor/ Cascade/ Fill Station to the Chaffee County fire department for \$4,500. The motion passed with all voting yes in a general vote.

BOARD OF DIRECTORS – Revised Firefighter Incident Response & Incident Standby Nominal Fee Policy

Director Boyce moved, Director Cavit seconded to adopt the revised Firefighter Incident Response & Incident Standby Nominal Fee Policy. The motion passed with all voting yes in a general vote.

BOARD OF DIRECTORS – Firefighter Training Nominal Fee Policy

Director Boyce moved, Director Cavit seconded to adopt the Firefighter Training Nominal Fee Policy. The motion passed with all voting yes in a general vote.

BOARD OF DIRECTORS – Revised Respiratory Protection Policy

Director Boyce moved, Director Rowe seconded to adopt the revised Respiratory Protection Policy. The motion passed with all voting yes in a general vote.

<u>BILLS PAYABLE TO AND FOR:</u>	<u>AMOUNT</u>	<u>FUND</u>
Bill Hagendorf – Contract Labor, District Manager	\$ 4,200.00	Gen.
Bill Hagendorf – Contract Labor, Fire Marshal	500.00	Gen.
Bill Hagendorf – Mileage Reimbursement, October 18 & 19, 2023	117.00	Gen.
Bill Hagendorf – Mileage Reimbursement, September 28 & 29, 2023	117.00	Gen.
CenturyLink – Phone Service	88.54	Gen.
Eli Loper – Training Stipend	125.00	Gen.
Evan Milski – Training Stipend	175.00	Gen.
Evan Milski – Incident Response Stipend	175.00	Gen.
Gunnison County Electric Association – Electricity	83.76	Gen.
Michelle Pierce – Contract Labor, Secretary	750.00	Gen.
Mike Carson – Training Stipend	200.00	Gen.
Mike Carson – Incident Response Stipend	125.00	Gen.
Mike Ralph – Training Stipend	200.00	Gen.
Mike Ralph – Incident Response Stipend	175.00	Gen.
Mike Tuttle – Training Stipend	75.00	Gen.
Mike Tuttle – Incident Response Stipend	200.00	Gen.
National Fire Prevention Association – 2024 Dues	175.00	Gen.
Patrick Tubbs – Training Stipend	175.00	Gen.
Patrick Tubbs – Incident Response Stipend	225.00	Gen.
Priya Hartman – Training Stipend	50.00	Gen.
Silas Hartman – Training Stipend	100.00	Gen.
Simply Broadband Solutions – 2-year contract payment	80.00	Gen.
Tom Hamel – Training Stipend	75.00	Gen.
Tom Hamel – Incident Response Stipend	75.00	Gen.
VISA – Active 911 subs., Heat Exchanger, Motor Oil, Fuse, CamPlus Rec.	1,398.84	Gen.
Willy Merfeld – Training Stipend	150.00	Gen.
Willy Merfeld – Incident Response Stipend	150.00	Gen.

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Regular Meeting (3)

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ADJOURNMENT

There being no further business to come before the Board, Director Boyce moved, Director Cavit seconded to adjourn the regular meeting at 6:54 p.m., but to meet again at the next regular meeting on November 28, 2023. The motion passed with all voting yes in a general vote.

Chairman

ATTEST:

Secretary