

RECORD OF PROCEEDINGS

Regular Meeting

February 24, 2026

Chairman Brown 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: Gene Polenske and Jim Rowe.

Directors Levine and Milski were absent.

Also present were: Justin Thompson, Fire Chief; R. E. Hall, Chief Engineer/Facilities Manager; and Michelle Pierce, Secretary.

MINUTES OF PREVIOUS MEETING

Director Rowe moved, Director Polenske seconded to approve the minutes of the January 27, 2026 regular meeting as circulated. The motion passed with all voting yes in a general vote.

BILLS PAYABLE

Director Rowe moved, Director Polenske 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 Polenske seconded to approve the Treasurer's Report for the month ending January 31, 2026 as circulated. The motion passed with all voting yes in a general vote.

Director Polenske moved, Director Rowe seconded to transfer \$250,000 from the Community Banks of Colorado Money Market Account to ColoTrust. The motion passed with all voting yes in a general vote.

FIRE CHIEF REPORT

The Directors read the report submitted by Chief Thompson (see file).

CHIEF ENGINEER & FACILITIES MANAGER REPORT

The Directors read the report submitted by Chief Engineer/Facilities Manager Hall (see file).

SECRETARY REPORT

The Directors read the report submitted by Secretary Pierce (see file).

BOARD OF DIRECTORS – Draft Personnel Policies, Paid Time Off Examples

The Directors reviewed draft personnel policies provided by Attorney David Reed, along with examples of paid time off policies for the City of Gunnison, Hinsdale County, and the Upper Gunnison River Water Conservancy District.

After some discussion, the Directors agreed to use the Upper Gunnison River Water Conservancy District's policies as a guide and directed staff to use them to produce a draft to be reviewed at the next regular meeting.

There was also discussion regarding step increases in pay for Chief Thompson based on obtaining the required certifications. Chief Thompson stated that he will provide his suggestions to the Directors for discussion at the next regular meeting.

There was also discussion regarding the process to conduct a 6-month performance evaluation for Chief Thompson. The Directors agreed to discuss this matter further at the next regular meeting.

BOARD OF DIRECTORS – Draft Procurement Policies, Existing Purchasing Policy

The Directors reviewed draft procurement policies provided by Attorney David Reed, along with the District's existing purchasing policy.

Secretary Pierce noted that staff preferred the existing purchasing policy with the incorporation of some of the provisions of the attorney's draft. She suggested that staff could produce a draft for review at the next regular meeting. The Directors agreed.

FIRE STATION – Plans to Enlarge Engine Bay Doors

The Directors reviewed the plans to enlarge the engine bay doors produced by Trout Creek Engineering, LLC.

After some discussion, the Directors agreed to proceed with obtaining quotes for the replacement or enlargement of the doors along with bids from local contractors to modify the framing. Chief Engineer Hall stated that he will obtain quotes from two companies in Gunnison for the garage doors and Chief Thompson stated that he will obtain up to three bids from local contractors to modify the framing.

The Directors agreed to review all at the next regular meeting.

FIRE STATION – Proposed Storage Area for Wildland Firefighting Equipment

Chief Thompson stated that Sheriff Starnes donated all of Hinsdale County’s wildland firefighting equipment to the Fire District and that storage space was needed to organize it. He stated that he would like to build a 6-foot wall along the west side of the railing in the training room to accommodate the construction of shelves and a bench with flip up lids.

The Directors asked Chief Thompson to obtain a quote on the price of materials to be considered at the next regular meeting.

RECORDS RETENTION SCHEDULE – Colorado State Archives Approval Request Form

Secretary Pierce stated that, although the District had previously adopted a resolution to use the Records Retention Schedule developed by the Colorado State Archives, the District still does not appear on the list of approved entities. She asked the Directors to approve and sign and Colorado State Archives Approval Request Form which will then be resent to the Colorado State Archives.

Director Polenske moved, Director Rowe seconded to approve and sign the Colorado State Archives Approval Request Form. The motion passed with all voting yes in a general vote.

CITIZENS COMMENTS

There were no citizen comments.

<u>BILLS PAYABLE TO AND FOR:</u>	<u>AMOUNT</u>	<u>FUND</u>
Dufford Waldeck – Legal Services, Policies	\$ 74.00	Gen.
Evan Milski – Reimburse for Firefighter Physical X-ray	136.85	Gen.
Gunnison County Electric Association – Electricity	149.44	Gen.
Justin Thompson – Reimburse for Travel Expenses, ICC Class	222.24	Gen.
L. N. Curtis – Parts & Labor to Repair Arctic Air Compressor	318.10	Gen.
Mastercard – Keyless Garage Entry, Channel Knob, Flammable Cab., Signs, QB Subscription, Flashlights, Safety Glasses, Power Window Regulator, Cell Phone, Hydrant Tool Bags, Labels, Decals, Lodging for Training, Refund of Training Reg.	3,386.73	Gen.
Michelle Pierce – Reimburse for Title & Registration Fees for Expeditions	29.16	Gen.
Michelle Pierce – Reimburse for Labor Law Poster	30.79	Gen.
RK Plumbing Solutions – Parts & Labor to Repair Boiler	1,378.96	Gen.
Silver World Publishing Co. – Budget Amendment Notice, Happy New Year	55.20	Gen.
Streamline – Website Maintenance & Support	100.00	Gen.
Trout Creek Engineering, LLC – Drawings for Garage Door Height Increase	750.00	Cap.
Visionary Broadband – Broadband Internet	148.01	Gen.
Witmer Public Safety Group – Leather Fronts for Helmets	119.97	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Rowe moved, Director Polenske seconded to adjourn the regular meeting at 7:22 p.m., but to meet again at the regular meeting on March 31, 2026. The motion passed with all voting yes in a general vote.

Chairman

ATTEST:

Secretary