

RECORD OF PROCEEDINGS

Regular Meeting

January 22, 2019

Chairman Roberts called the regular meeting of the Board of Directors of the Lake City Area Fire Protection District to order at 5:05 p.m. in the fire station. Those Directors present were: Dennis Cavit and Jim Rowe.

Directors Hall and Wonnacott were absent.

Also present were Bill Hagendorf, Manager/Fire Marshal (via phone); and Michelle Pierce, Secretary.

MINUTES OF PREVIOUS MEETING

Director Rowe moved, Director Cavit seconded to approve the minutes of the December 18, 2018 regular meeting as circulated. The motion passed with all voting yes in a general vote.

BILLS PAYABLE

Director Rowe moved, Director Cavit 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 Cavit seconded to approve the Treasurer's Report for the month ending December 31, 2018 as circulated. The motion passed with all voting yes in a general vote.

QUARTERLY BUDGET REPORT

The Directors read the quarterly budget report for December 2018.

MANAGER/FIRE MARSHAL REPORT

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

FIREMEN'S PENSION FUND – Report from Board of Trustees on the Financial Status of Fund

The Board read the 3rd quarter allocation report from the Fire & Police Pension Association.

EQUIPMENT – Burn Trailer Repairs

Manager Hagendorf stated that he submitted two dozen photographs of the recently purchased burn trailer to the manager in charge of trailers in his region before it was purchased. He stated that the manager came down to inspect the trailer and to make an estimate of repairs needed to bring the trailer into compliance, which was \$20,000, worst case scenario, as included in the 2019 budget. Manager Hagendorf stated that the written bid he received for materials and labor came in at \$47,000, with the additional cost being attributed to an increase in the cost of materials. He stated that he didn't think it would do any good to complain to the manager's boss, but that he would like to reach out to both DOLA and USDA for grants to pay for the full amount of the necessary repairs.

After some discussion, the Directors agreed with Manager Hagendorf's plan to pay for the additional cost of the repairs and further agreed that, even with the additional cost, the purchase of the burn trailer was a sound decision. Director Rowe stated that he would adjust his cost benefit analysis to reflect the increased costs and would forward it to the Directors and staff.

Manager Hagendorf stated that he was working on a Firefighter Safety and Disease Prevention grant from the Colorado Division of Fire Prevention & Control for up to \$10K to purchase other needed equipment.

2018 YEAR END REPORT – Manager Hagendorf

The Directors read the 2018 end of year report submitted by Manager Hagendorf.

FINANCE – Agreement for Collection Services, The Advantage Group

Director Rowe moved, Director Cavit seconded to approve the agreement for collection services with The Advantage Group in Grand Junction to assist in collecting past due amounts owed by Stephen Barber and Patrick Raymond Hickey. The motion passed with all voting yes in a general vote.

RECORD OF PROCEEDINGS

Regular Meeting (2)

January 22, 2019

PERSONNEL – Process for Staff Performance Reviews

Directors Rowe and Cavit agreed to serve on a committee to review current job descriptions for staff and to recommend a process for conducting annual performance reviews. The committee will present their proposed evaluation form at the February meeting.

BOARD OF DIRECTORS – Designate Official Posting Place

Director Rowe moved, Director Cavit seconded to designate the window on the front door of the meeting room as the official posting place for District notices. 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, Manager/Fire Marshal/Chief	2,800.00	Gen.
Blue Spruce Building Materials – Snow Shovel, Backsaver, Ice Melt	95.96	Gen.
CenturyLink – Phone/DSL	127.91	Gen.
City of Gunnison – 2019 Communication Services User Fees	4,737.00	Gen.
Gunnison County Electric Association – Electricity	137.50	Gen.
Michelle Pierce – Contract Administration	700.00	Gen.
Mountain West Insurance & Financial Services – 2019 Insurance Premiums	7,252.00	Gen.
Silver World Publishing Co. – Budget Amendment Notice, Happy New Yr.	37.00	Gen.
Town of Lake City – Water & Sewer (2 months)	160.00	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Rowe moved, Director Cavit seconded to adjourn the regular meeting at 5:48 p.m., but to meet again at the next regular meeting on February 26, 2019. The motion passed with all voting yes in a general vote.

Chairman

ATTEST:

Secretary