

RECORD OF PROCEEDINGS

Regular Meeting

January 31, 2023

Vice-Chairman Boyce called the regular meeting of the Board of Directors of the Lake City Area Fire Protection District to order at 5:00 p.m. in the fire station. Those Directors present were: Dennis Cavit (via video conference) and Jim Rowe (via video conference).

Directors Brown and Hall were absent.

Also present were Bill Hagendorf, Manager (via video conference) and Michelle Pierce, Secretary.

MINUTES OF PREVIOUS MEETING

Director Rowe moved, Director Cavit seconded to approve the minutes of the December 27, 2022 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 Boyce seconded to approve the Treasurer's Report for the month ending December 31, 2022 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 31, 2022.

MANAGER REPORT

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

FIRE MARSHAL REPORT

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

PERSONNEL – Report from Financial Committee & Fire Chief Job Announcement

The Directors read the report from the financial committee and reviewed the final fire chief job announcement. The Directors agreed to post the announcement on the Colorado Division of Fire Prevention and Control website at no charge and to spend \$480 to post the announcement on the Daily Dispatch and Colorado State Fire Chief's websites.

FIRE PREVENTION – Proposal for Regular Display Ads, Manager Hagendorf

Manager Hagendorf recommended that the District start taking out regular display ads in the Silver World with special announcements to promote fire prevention measures and to include other fire department related news items. He suggested purchasing ads that are two business-card sized at a cost of \$70 each. After some discussion, the Directors agreed to start publishing the ads once a month in the winter, up to two in the summer plus additional ads needed to share information soon after any fire-related incident occurs.

MOBILE FOOD VENDORS SAFETY GUIDE & CHECKLIST – Draft

The Directors reviewed a draft mobile food vendors safety guide and checklist prepared by Manager Hagendorf. There were no suggested changes or edits.

FEE SCHEDULE – Mobile Food Vendors Inspection Fee

The Directors reviewed a revised fee schedule that includes fees for inspecting mobile food vendor vehicles and a fee for the third response to a monitored fire alarm in a calendar year. Manager Hagendorf stated that he also proposes an increase in the hourly rate for volunteer firefighters responding to a non-district incident from \$30 per hour to \$60 per hour.

Director Cavit moved, Director Rowe seconded to adopt the proposed revisions to the District's fee schedule. The motion passed with all voting yes in a general vote.

RECORD OF PROCEEDINGS

Regular Meeting (2)

January 31, 2023

2023 ELECTION – Resolution No. 1, Series 2023 Authorizing DEO & Cancellation

Director Cavit moved, Director Rowe seconded to adopt Resolution No. 1, Series 2023 designating Michelle Pierce as the Designated Election Official for the May 2, 2023 regular election and authorizing her to cancel the election if at the close of business on the sixty-third day before the election there are not more candidates than offices to be filled. The motion passed with all voting yes in a general vote.

FIREMEN’S PENSION FUND – Report on Status of Funds

The Directors reviewed the 3rd quarter 2022 allocation report from the Fire & Police Pension Association.

FY 2022 END OF YEAR REPORT

The Director reviewed the 2022 End of Year Report submitted by Manager Hagendorf.

BOARD OF DIRECTORS – Designate Official Posting Place

Director Rowe moved, Director Cavit seconded to designate the front door of the fire station meeting room as the official posting place for the District. The motion passed with all voting yes in a general vote.

PERSONNEL – Letter from Fire Marshal Requesting 90-day Extension to Leave of Absence

The Directors read a letter from Fire Marshal Wonnacott requesting a 90-day extension to his leave of absence for personal reasons and that they consider his continued service as Fire Marshal at the end of the extension.

After some discussion, the Directors agreed to grant the request for an extension and to further discuss Mr. Wonnacott’s return as Fire Marshal once the 90-day period has expired. As a backup plan, the Board also directed Manager Hagendorf to ask the members of the volunteer fire department if any of them are interested in undertaking the training that would eventually qualify them to fill the position. Secretary Pierce stated that she would draft a letter to Mr. Wonnacott outlining the Board’s decision.

| <u>BILLS PAYABLE TO AND FOR:</u> | <u>AMOUNT</u> | <u>FUND</u> |
|--|---------------|-------------|
| Bill Hagendorf – Reimburse for Postage Stamps | \$ 12.00 | Gen. |
| Bill Hagendorf – Contract Labor, Fire Marshal | 500.00 | Gen. |
| Bill Hagendorf – Contract Labor, District Manager | 4,200.00 | Gen. |
| Bill Hagendorf – Reimburse for Mileage, January 12 & 13, 2023 | 117.00 | Gen. |
| CenturyLink – Phone Service | 81.97 | Gen. |
| Evan Milski – 2022 Response Stipend | 200.00 | Gen. |
| Ferrellgas – Propane Delivery 12/5/2022 | 902.25 | Gen. |
| Ferrellgas – Propane Delivery, 1/12/2023 | 527.25 | Gen. |
| Gunnison County Electric Association – Electricity | 107.59 | Gen. |
| Joe Wonnacott – 2022 Response Stipend | 25.00 | Gen. |
| Kimberly Brown – 2022 Response Stipend | 75.00 | Gen. |
| Michael Carson – 2022 Response Stipend | 100.00 | Gen. |
| Michael Ralph – 2022 Response Stipend | 100.00 | Gen. |
| Michelle Pierce – Reimburse for QuickBooks Subscription | 549.00 | Gen. |
| Michelle Pierce – Contract Labor, Secretary | 750.00 | Gen. |
| Mike Tuttle – 2022 Response Stipend | 125.00 | Gen. |
| Patrick Tubbs – 2022 Response Stipend | 200.00 | Gen. |
| SeaWestern – Name Plates for Turnout Gear | 94.60 | Gen. |
| Silver World Publishing Co. – Happy New Year | 20.00 | Gen. |
| Simply Broadband Solutions – 2-year contract payment | 80.00 | Gen. |
| Tom Hamel – 2022 Response Stipend | 100.00 | Gen. |
| Town of Lake City – Water & Sewer | 170.00 | Gen. |
| VISA – Rescue Lights & Accessories, Filters, Refill Tape, Active 911 | 1,936.95 | Gen. |

RECORD OF PROCEEDINGS

Regular Meeting (3)

January 31, 2023

ADJOURNMENT

There being no further business to come before the Board, Director Rowe moved, Director Boyce seconded to adjourn the regular meeting at 6:34 p.m., but to meet again at the regular meeting on February 28, 2023. The motion passed with all voting yes in a general vote.

Chairman

ATTEST:

Secretary