

RECORD OF PROCEEDINGS

Regular Meeting

May 30, 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, Crystal Brown, Dennis Cavit and Jim Rowe.

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

MINUTES OF PREVIOUS MEETING

Director Boyce moved, Director Rowe seconded to approve the minutes of the April 25, 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 Boyce moved, Director Rowe seconded to approve the Treasurer's Report for the month ending April 30, 2023 as circulated. The motion passed with all voting yes in a general vote.

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).

BOARD OF DIRECTORS – Swear in Directors Hall and Rowe

Secretary Pierce delivered the oath of office to re-elected Directors Hall and Rowe.

2022 AUDIT REPORT – Presentation by David Green

David Green presented the results of the 2022 audit report.

PERSONNEL – Fire Chief Search Update

The Directors reviewed a memo circulated by Director Rowe summarizing the resume's received in response to job postings for a Fire Chief along with an estimate of costs to replace Manager Hagendorf's current responsibilities. The Directors also reviewed his notes taken during a Special District Association (SDA) webinar regarding SB23-303 and its potential adverse effects on taxing entities if approved by the voters this November.

Manager Hagendorf stated that a total of three resumes were received, but that one applicant dropped out when he learned that the District was not providing benefits. He stated that the remaining two were both from Florida, that both had experience in a career department and that both were retired. He added that neither had experience with grant-writing, fire inspections, or vehicle maintenance.

After much discussion, the Directors agreed that the search committee should continue to work on a pro forma budget and cost analysis for hiring a new manager and possible contractors for fire inspectors, grant writers, and diesel mechanics. The Directors also agreed that Director Rowe and Secretary Pierce should plan to participate in the next SDA webinar regarding SB23-303 and asked Secretary Pierce to contact attorney David Reed to make sure that he is tracking this legislation.

VOLUNTEER SUPPORT/FUNDRAISING

Secretary Pierce stated that the District's auditor does not see any problems or issues with online sales of t-shirts, etc., so long as the revenues and expenses are properly accounted for in the District's books. She also stated that she had contacted a payroll specialist who confirmed that the value of any perks for the volunteer firefighters would count towards the \$600 annual threshold for issuing IRS form 1099 to those who exceed that limit.

RECORD OF PROCEEDINGS

Regular Meeting (2)

May 30, 2023

PERSONNEL – Resignation of Fire Marshal Wonnacott

The Directors read a letter from Fire Marshal Wonnacott resigning from his position as Fire Marshal.

Director Rowe moved, Director Cavit seconded to accept Fire Marshal Wonnacott’s resignation from his position as Fire Marshal. 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 – Reimburse for Mileage, May 6 & 7, 2023	117.00	Gen.
Bill Hagendorf – Reimburse for Mileage, May 19 & 20, 2023	117.00	Gen.
CenturyLink – Phone Service	109.17	Gen.
Green & Associates LLC – 2022 Audit	4,900.00	Gen.
Gunnison County Electric Association – Electricity	99.48	Gen.
JC Propane – Propane, 5/8/2023	611.52	Gen.
Mike Carson – Meal Per Diem and Mileage Reimbursement, Auto Ext.	188.80	Gen.
Michelle Pierce – Reimburse for Secretary of State Filing Fee	10.00	Gen.
Michelle Pierce – Reimburse for Website Hosting	240.00	Gen.
Michelle Pierce – Contract Labor, Secretary	750.00	Gen.
Simply Broadband Solutions – 2-year contract payment	80.00	Gen.
Tom Hamel – Meal Per Diem for Auto Extrication Class at CBFPD	80.00	Gen.
Town of Lake City – Water & Sewer	170.00	Gen.
VISA – Training Meal, Cam Plus Recorder, Antifreeze & Parts, Exam Fee	230.74	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Boyce moved, Director Rowe seconded to adjourn the regular meeting at 7:37 p.m., but to meet again at the next regular meeting on June 27, 2023. The motion passed with all voting yes in a general vote.

Chairman

ATTEST:

Secretary