

RECORD OF PROCEEDINGS

Regular Meeting

July 25, 2017

Chairman Roberts 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: Dennis Cavit, R. E. Hall, Joe Hearn, and Joe Wonnacott.

Also present were Bill Hagendorf, Manager/Fire Marshal; Forest Gray, Fire Chief; and Michelle Pierce, Secretary.

MINUTES OF PREVIOUS MEETING

Director Hearn moved, Director Hall seconded to approve the minutes of the June 27, 2017 regular meeting as circulated. The motion passed with all voting yes in a general vote.

BILLS PAYABLE

Director Hearn moved, Director Hall seconded to approve payment of the bills with the exception of the bill from Hinsdale County in the amount of \$123.00 for transfer station fees. The motion passed with all voting yes in a general vote.

Secretary Pierce stated that she would investigate whether or not the bill from Hinsdale County for transfer station fees belongs to the District.

TREASURER'S REPORT

Director Cavit moved, Director Wonnacott seconded to approve the Treasurer's Report for the month ending June 30, 2017 as circulated. The motion passed with all voting yes in a general vote.

QUARTERLY BUDGET COMPARISON REPORT

The Directors read the quarterly budget comparison report as of June 30, 2017.

FIRE CHIEF'S REPORT

The Directors read the report submitted by Fire Chief Gray (see attached).

MANAGER/FIRE MARSHAL REPORT

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

FIREMEN'S PENSION FUND – Report on Financial Status

The Directors read the 2nd quarter allocation report submitted by the Fire & Police Pension Association. The 2017 actuarial study is not yet available.

BILLS FOR SERVICE – Status Report

The Directors read the status report submitted by Secretary Pierce.

FINANCE – Grants Update

Manager Hagendorf stated that the grant application to the State for thermal imaging cameras was denied because they don't fall under the criteria for wild land firefighting.

He stated that the grant application to FM Global for chimney extinguisher sticks was also denied due to a lack of funding. He stated that he would re-apply in the next round.

Manager Hagendorf stated that he had received notification Friday morning that the grant application to the Assistance to Firefighters Grant program for \$207,170 for the purchase of a new tanker was approved. He stated that the District's match will be 5%, or \$10,358, which will be taken out of the equipment replacement fund. He further stated that it was likely that the full amount of the District's match will be recovered once the District sells the existing tanker.

Manager Hagendorf stated that he will start work to prepare an RFP to be sent out to a variety of suppliers, as required by the grant contract. He further stated that the District will need to adopt a NIMS (National Incident

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FINANCE – Grants Update (cont)

Management System) resolution, which will be included on the next agenda. He also stated that all firefighters will have to take and complete the online NIMS courses.

The Directors congratulated Manager Hagendorf and thanked him for his hard work in pursuing grant funding for the purchase of a new tanker.

TRAINING – Update from Fire Chief Regarding Completion of Personal Training Requirements

Chief Gray stated that he has developed a health problem that may prevent him from completing the job performance requirements for his Firefighter II certification. He also stated that he does not currently have a plan to complete the requirements for certification as an inspector.

FIRE STATION – Update from Fire Chief Regarding Construction of Fence for Stored Vehicles

There was some discussion regarding the need to determine the design and layout for a fence to contain the junk vehicles that are currently stored on the District’s property. The Directors agreed that a six-foot high fence would best suit the District’s needs if it complies with Town regulations.

After further discussion, the Directors agreed that the fence should be constructed no later than October 1st of this year. Manager Hagendorf and Chief Gray agreed to work on the design and layout. Secretary Pierce stated that she would research Town regulations pertaining to fence construction.

PERSONNEL – Administrative Leave of Absence for Fire Chief

After some discussion, Chief Gray requested a 4-month personal leave of absence from his duties as Fire Chief effective immediately.

Director Hall moved, Director Cavit seconded to grant a 4-month unpaid personal leave of absence to the Fire Chief effective immediately and to pay his monthly contract amount to Manager Hagendorf during the leave period. The motion passed with all voting yes in a general vote.

Director Cavit moved, Director Hearn seconded to extend the contract training requirements for the Fire Chief by 4 months to accommodate the leave period. 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	\$1,750.00	Gen.
CenturyLink – Phone/DSL	108.73	Gen.
Forest Gray – Contract Labor, Chief	750.00	Gen.
Green & Associates, LLC – 2016 Audit	3,650.00	Gen.
Gunnison County Electric Association, Inc. – Electricity	141.31	Gen.
Hinsdale County – Fuel	242.31	Gen.
J. David Reed, P.C. – Legal Services	694.35	Gen.
JC Propane, Inc. – Contract Propane Pre-buy	2,634.11	Gen.
Michelle Pierce – Contract Administration	500.00	Gen.
Mountain West Insurance & Financial Services – Director/Treasurer Bond	100.00	Gen.
Silver World Publishing Co. – Ad, Happy 4 th of July	15.00	Gen.
Town of Lake City – Water & Sewer, 2 months	160.00	Gen.
Utah’s Inc. – Dumpster Yardage	45.00	Gen.
VISA – Fire Hose	401.65	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Hall moved, Director Hearn seconded to adjourn the regular meeting at 8:07 p.m., but to meet again at the next regular meeting on August 29, 2017. The motion passed with all voting yes in a general vote.

ATTEST: _____ Chairman

Secretary