

RECORD OF PROCEEDINGS

Regular Meeting

August 25, 2020

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, Dennis Cavit, and Jim Rowe.

Director Quinn was absent.

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

MINUTES OF PREVIOUS MEETING

Director Rowe moved, Director Boyce seconded to approve the minutes of the July 28, 2020 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.

BILLS FOR SERVICE – Status Report

The Directors read the status report submitted by Secretary Pierce.

TREASURER'S REPORT

Director Rowe moved, Director Boyce seconded to approve the Treasurer's Report for the month ending July 31, 2020 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 CHIEF/FIRE MARSHAL REPORTS

The Directors read the reports submitted by Fire Chief/Fire Marshal Wonnacott (see attached).

BOARD OF DIRECTORS – Review of Purchasing Policy

Director Cavit moved, Director Rowe seconded to approve the revised purchasing policy. The motion passed with all voting yes in a general vote.

BOARD OF DIRECTORS – Review of Respiratory Protection Policy

Director Boyce moved, Director Cavit seconded to approve the new respiratory protection policy. The motion passed with all voting yes in a general vote.

PERSONNEL – Review of Performance Evaluation Forms

The Directors reviewed the performance evaluation forms for District staff. The Directors agreed that the performance evaluation process will be completed by the end of October. The Directors further agreed that Manager Hagendorf will conduct the initial review for the Fire Chief/Fire Marshal, followed by a meeting with Chairman Hall and Vice-Chairman Boyce to finalize it. The Directors also agreed that the full board will submit completed review forms for the District Manager and Secretary to Chairman Hall and Vice-Chairman Boyce prior to the September meeting and to discuss the matter again at the September meeting.

ELECTIONS – Statewide Ballot Question to Repeal Gallagher Amendment

Secretary Pierce reported that the District is limited to spending up to \$50 to promote repeal of Gallagher Amendment as proposed in the upcoming statewide election. She stated that the attorney advises that the Board can adopt a resolution in support of the repeal, but that any further publication should be limited to re-publishing the resolution rather than publishing separate ads or opinions in the newspaper or on social media. She further stated that the attorney advises that holding an informational Town Hall is allowed so long as time is provided to hear opposing views.

After some discussion, the Directors agreed to take no action to promote the repeal of the Gallagher amendment.

RECORD OF PROCEEDINGS

Regular Meeting (2)

August 25, 2020

FIRE STATION – Fence

Manager Hagendorf stated that it would cost \$3,500 to \$4,000 in materials to build a fence, which does not include a cost for labor. After some discussion, the Directors agreed to budget for the expense in 2021.

FIRE STATION – Sidewalk to Front Entrance

There was discussion regarding the dangerous conditions that exist during the winter months when ice builds up on the sidewalk and steps leading to the front entrance on the east side of the fire station. The Directors discussed options such as roping off the sidewalk off during those times and diverting traffic to the sidewalk and steps on the south side of the station, permanently removing the front sidewalk and steps on the east side of the station, and removing the existing sidewalk and constructing a new one.

After further discussion, the Directors asked Manager Hagendorf to obtain pricing options to solve the issues with the sidewalk in order to budget for it in 2021.

OPEN BURN PERMITS/FIRE RESTRICTIONS

After some discussion regarding problems with Hinsdale County’s process to issue open burning permits during mandated fire restrictions, Manager Hagendorf agreed to meet with the county sheriff, the county emergency manager, one of the county commissioners, the fire chief/fire marshal and one of the Directors to talk about the permitting process when he returns to Lake City later this fall.

FINANCE – Grants Update

Manager Hagendorf stated that he had nothing new to report. He stated that a new chainsaw was purchased with the recently awarded VFA grant and that he was waiting to hear if the FEMA grant for the purchase of firehose had been funded.

2021 BUDGET – Review Process

Secretary Pierce stated that a draft of the proposed budget for 2021 is due by October 15th and that she will have it ready for review by the Directors during their September meeting. She stated that the budget must be adopted no later than December 15th and that it may be possible to adopt it at the November meeting if the final certification of values from the Hinsdale County Assessor has been received.

<u>BILLS PAYABLE TO AND FOR:</u>	<u>AMOUNT</u>	<u>FUND</u>
Bill Hagendorf – Contract Labor, Manager	\$ 1,800.00	Gen.
Blue Spruce Building Materials Co. – Cedar Post, Concrete	28.45	Gen.
CenturyLink – Phone/DSL	131.09	Gen.
Gunnison County Electric Association, Inc. – Electricity (less Cap. Credit)	75.61	Gen.
Hinsdale County – Diesel Fuel	45.63	Gen.
J. David Reed – Legal Services, Campaign Finance Act, Gallagher	74.00	Gen.
Joe Wonnacott – Contract Labor, Fire Chief & Fire Marshal	1,000.00	Gen.
L. N. Curtis & Sons – Annual Service for Breathing Air Compressor	1,810.00	Gen.
Michelle Pierce – Contract Labor, Secretary	700.00	Gen.
Silver World Publishing Co. – Notice, Happy 4 th of July	15.00	Gen.
VISA – Pager Repairs, Disinfection Supplies, Postage, Inspector Cert.	476.27	Gen.
Witmer Public Safety Group – Turnout Gear & PPE Wash	68.77	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Rowe moved, Director Cavit seconded to adjourn the regular meeting at 7:55 p.m., but to meet again at the next regular meeting on September 29, 2020. The motion passed with all voting yes in a roll call vote.

Chairman

ATTEST:

Secretary