

RECORD OF PROCEEDINGS

Regular Meeting

August 31, 2022

Vice-Chairman Boyce called the regular meeting of the Board of Directors of the Lake City Area Fire Protection District to order at 6:05 p.m. in the fire station via video conference. Those Directors present were: Crystal Brown, Dennis Cavit and Jim Rowe (via video conference).

Director Hall was absent and excused.

Also present were Bill Hagendorf, Manager (via video conference); Joe Wonnacott, Fire Chief/Fire Marshal (via video conference); Evan Milski, Deputy Chief; and Michelle Pierce, Secretary.

MINUTES OF PREVIOUS MEETING

Director Rowe moved, Director Brown seconded to approve the minutes of the July 26, 2022 regular meeting as circulated. The motion passed with all voting yes in a general vote.

BILLS PAYABLE

Director Rowe moved, Director Brown 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 report submitted by Secretary Pierce.

TREASURER'S REPORT

Director Rowe moved, Director Brown seconded to approve the Treasurer's Report for the month ending July 31, 2022 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).

EXECUTIVE SESSION – Per CRS 24-6-402(4)(e)(I) for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators regarding the position of fire chief.

Director Rowe moved, Director Brown seconded to conduct an executive session for the purpose stated above. The motion passed with all voting yes in a general vote. The executive session convened at 6:22 p.m. Vice-chairman Boyce reconvened the regular meeting at 7:21 p.m.

PERSONNEL – Restructuring of Positions: Manager and Fire Chief

Director Rowe moved, Director Brown seconded to revise positions and contract pay as follows effective September 1, 2022:

1. Manager Hagendorf's contract wages will increase to \$4,200 per month. He will assume duties as training officer for the volunteers and will oversee equipment and facilities maintenance.
2. Joe Wonnacott will step down as fire chief but will retain his position as fire marshal at a contract wage of \$500 per month.
3. Deputy Chief Milski will serve as the volunteer fire chief at no additional compensation. He will be assisted and mentored by Manager Hagendorf and Fire Marshal Wonnacott.

The motion passed with all voting yes in a general vote.

LAKE CITY FIRE-RESCUE – Proposed Policy for Incident Response Stipend

Director Cavit moved, Director Brown seconded adopt the policy for Firefighter Incident Response and Incident Standby to be effective September 1, 2022. The motion passed with all voting yes in a general vote.

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OUT OF DISTRICT RESPONSE – Summary of Meeting with County on 8/23/2022

The Directors read Manager Hagendorf’s summary of the meeting held on August 23, 2022 with himself, Director Boyce, Director Cavit, Emergency Manager Phil Graham, Sheriff Chris Kambish, and Commissioner Kristie Borchers. At the end of the meeting, it was agreed that Manager Hagendorf and Emergency Manager Graham will draft a Memorandum of Understanding (MOU) between the Fire Protection District and Hinsdale County Sheriff to authorize the fire department to respond to out-of-district calls with available resources if the incidents are close and can be put down quickly while leaving at least four firefighters in town.

FINANCE – Grants Update

Manager Hagendorf reported that the FEMA grant is still in the review process and that FEMA is hoping to have all 2021 and 2022 grant awards rolled out by the end of September. He stated that the District had been awarded a grant in the amount of \$12,916.80 from the Colorado Division of Fire Prevention and Control for turnout gear and that there would be an additional upcharge of between \$300 to \$350 for leather, rather than rubber, boots. He stated that he would like to pay the invoices for the turnout gear when they arrive so that he can meet the October 16th deadline for submitting copies of the invoices and paid checks. Manager Hagendorf noted that this grant did not require a cash match.

Director Cavit moved, Director Brown seconded to authorize a payment of \$12,916.80 for invoices associated with the grant-funded turnout gear when they arrive. The motion passed with all voting yes in a general vote.

Director Cavit moved, Director Rowe seconded to amend the motion to authorize payments of up to \$13,500 for invoices for the grant-funded turnout gear, including the additional charge for boots, when they arrive. The motion passed with all voting yes in a general vote.

BOARD OF DIRECTORS – Annual Policy Review

The Directors reviewed the current board policies for the Lake City Area Fire Protection District.

Director Rowe moved, Director Brown seconded to approve all current policies without amendments. The motion passed with all voting yes in a general vote.

The Directors asked Secretary Pierce to print out new signature pages for each policy for signature by the Directors at the next meeting.

PERSONNEL – Bi-Annual Performance Evaluations

Secretary Pierce noted that it was time for bi-annual performance evaluations for Manager Hagendorf and herself. The Directors agreed to include this matter on the next meeting agenda when Chairman Hall will be present.

FINANCE – 2023 Budget

Secretary Pierce stated that she and Manager Hagendorf will produce a draft of the 2023 budget for consideration by the Directors at the September 27th meeting.

<u>BILLS PAYABLE TO AND FOR:</u>	<u>AMOUNT</u>	<u>FUND</u>
Bill Hagendorf – Contract Labor, District Manager	1,800.00	Gen.
Bill Hagendorf – Reimburse for Mileage, 8/10&11/2022	117.00	Gen.
Bill Hagendorf – Reimburse for Mileage, 8/23&24/2022	117.00	Gen.
CenturyLink – Phone	79.41	Gen.
Gunnison County Electric Assn. – Electricity	83.38	Gen.
Hinsdale County – Diesel Fuel	170.47	Gen.
Joe Wonnacott – Contract labor, Fire Chief & Fire Marshal	1,000.00	Gen.
Michelle Pierce – Contract Labor, Secretary	700.00	Gen.
Mountain West Insurance & Financial Svcs – Public Officials Bond	100.00	Gen.
Silver World Publishing – 4 th of July Ad	20.00	Gen.
Simply Broadband Solutions – 2-year contract payment	80.00	Gen.
VISA – Bed Mattress, Pillow, Sheets, Comforter, Air Quality Sample Kits	568.81	Gen.
SeaWestern Fire Fighting Equipment – Grant-funded turnout gear	12,916.80	Cap.

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ADJOURNMENT

There being no further business to come before the Board, Director Brown moved, Director Rowe seconded to adjourn the regular meeting at 8:10 p.m., but to meet again at the regular meeting on September 27, 2022. The motion passed with all voting yes in a general vote.

Chairman

ATTEST:

Secretary