

RECORD OF PROCEEDINGS

Regular Meeting

August 29, 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; Michelle Pierce, Secretary; and Evan Milski, Fire Chief.

MINUTES OF PREVIOUS MEETING

Director Rowe moved, Director Cavit seconded to approve the minutes of the July 25, 2023 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 status report submitted by Secretary Pierce.

TREASURER'S REPORT

Director Boyce moved, Director Brown seconded to approve the Treasurer's Report for the month ending July 31, 2023 as circulated. The motion passed with all voting yes in a general vote.

Secretary Pierce stated that she and Manager Hagendorf will provide a draft of the 2024 budget for review at the September 26, 2023 regular meeting.

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).

FINANCE – Grants Update, Manager Hagendorf

Manager Hagendorf stated that he is expecting an electronic grant reimbursement of \$36,851.69 from FEMA for the grant received for fire hose. He noted that the District's match for this grant is 5% and that the reimbursement will go back into the Capital Reserve Fund. He stated that the grant file will likely be audited and that it will be a while before it's closed out.

Manager Hagendorf reported that the District has received 1 of the 8 AFG grants awarded in Colorado for 2022. He stated that the District has been awarded a grant of \$49,523.80 towards a total project cost of \$52,000 for the purchase of a new cascade fill station. He noted that the current cascade fill station is not on the replacement schedule, but that he applied last December anyway knowing that it was ranked as a high priority item for that grant cycle.

Manager Hagendorf further stated that the equipment quote he received for the type of fill station desired is \$54,180, which increases the District's out of pocket costs to \$4,656. He added that he also wants to include a warranty that could cost up to an additional \$5,570. He also stated that he thought the existing system could be sold for about \$4,000. He stated that he would like to proceed with placing the order but does not know what the total cost will be yet.

Director Boyce moved, Director Brown seconded to authorize Manager Hagendorf to place an order for a new cascade fill station at a total cost not to exceed \$60,000. The motion passed with all voting yes in a general vote.

Manager Hagendorf stated that he has also submitted a grant to the Division of Fire Prevention and Control for 4 sets of turnout gear and that he has another grant application pending for the replacement of engine 3.

RECORD OF PROCEEDINGS

Regular Meeting (2)

August 29, 2023

FINANCE – Proposition HH Toolkit

The Directors reviewed the Special District Association’s proposition HH toolkit. Secretary Pierce stated that she and Director Rowe will take a closer look at projected revenues with or without the passage of proposition HH after the county assessor produces a comparative spreadsheet on September 15th.

BOARD OF DIRECTORS – Revised Firefighter Recruitment Incentive Award Policy

The Directors reviewed a draft of a revised recruitment incentive award policy that will allow a volunteer fire chief to receive the recruitment award. Manager Hagendorf noted that the current policy is based on the District having a paid fire chief and that Chief Milski is a volunteer who should be eligible to receive the incentive award.

Director Rowe moved, Director Boyce seconded to adopt the revised Firefighter Recruitment Incentive Award Policy. The motion passed with all voting yes in a general vote.

BOARD OF DIRECTORS – Annual Policy Review

Manager Hagendorf stated that he will draft an amended incident response policy that will include training hours for both regular volunteers and junior firefighters which will be paid for by the SAFER grant that was recently received. He also stated that he will draft an amended fee schedule to increase the amount charged for volunteer firefighters who respond to non-district incidents. He further stated that he will draft an amended personnel review policy that provides for personnel evaluations every two years. He noted that all three drafts will be included on the next meeting agenda.

ORGANIZATIONAL REVIEW – Update, Secretary Pierce

Secretary Pierce stated that she had a consultation on this matter with attorney David Reed on August 4th. She stated that, after further review of the organizational documents filed in 1982, Mr. Reed believes that all required filings have been made and has advised that the District does not need to do anything further with regard to a service plan or statement of purpose.

<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.
CenturyLink – Phone Service	87.37	Gen.
Dufford Waldeck – Legal Services	666.00	Gen.
Evan Milski – Recruitment Incentive Award	125.00	Gen.
Gunnison County Electric Association – Electricity	99.95	Gen.
International Code Council – Membership Dues, 3 years	383.00	Gen.
Michelle Pierce – Contract Labor, Secretary	750.00	Gen.
Mountain West Insurance & Financial Services – Public Officials Bond	100.00	Gen.
Silver World Publishing Co. – Notice of Election Cancellation	35.20	Gen.
Silver World Publishing Co. – Congrats to Grads, 4 th of July	40.00	Gen.
Simply Broadband Solutions – 2-year contract payment	80.00	Gen.
VISA – Parts for Boiler, Boiler Inspection Fee, CamPlus Rec.	298.65	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Boyce moved, Director Brown seconded to adjourn the regular meeting at 7:45 p.m., but to meet again at the next regular meeting on September 26, 2023. The motion passed with all voting yes in a general vote.

Chairman

ATTEST:

Secretary