

RECORD OF PROCEEDINGS

Regular Meeting

September 26, 2017

Chairman Roberts called the regular meeting of the Board of Directors of the Lake City Area Fire Protection District to order at 6:03 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 and Michelle Pierce, Secretary.

MINUTES OF PREVIOUS MEETING

The Directors reviewed the minutes. Manager Hagendorf stated that the chief needed to complete the requirements for Firefighter I certification rather than Firefighter II and asked that the minutes be corrected accordingly.

Director Cavit moved, Director Wonnacott seconded to approve the minutes of the July 25, 2017 regular meeting as corrected. 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 as circulated. The motion passed with all voting yes in a general vote.

TREASURER'S REPORT

Director Wonnacott moved, Director Hearn seconded to approve the Treasurer's Reports for the months ending July 31, 2017 and August 30, 2017 as circulated. The motion passed with all voting yes in a general vote.

MANAGER/FIRE MARSHAL REPORT

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

BILLS FOR SERVICE – Status Report

The Directors read the status reports submitted by Secretary Pierce.

FINANCE – Grants Update

Manager Hagendorf stated that he plans to apply for another Assistance to Firefighters Grant in the amount of \$128,250 to purchase a mobile burn trainer. He stated that the purchase price of the trainer would be \$135,000, which includes a 5% match from the District, and that the revenue and expense were included in proposed budget for the Capital Reserve Fund for 2018. He further stated that the trainer would be made available for use by other agencies, which will help the narrative portion of the application.

FINANCE – AFG Grant, NIMS Resolution

Manager Hagendorf stated that the District must to adopt this resolution in order to qualify for the grant to purchase the new tanker.

Director Hearn moved, Director Wonnacott seconded to adopt Resolution No. 1, Series 2017 adopting the National Incident Management System. The motion passed with all voting yes in a general vote.

FINANCE – AFG Grant, Consideration of Contract to Purchase Tanker

Manager Hagendorf stated that a contract with the National Auto Fleet Group was being drafted and that, according to the grant requirements, it must be signed no later than October 10th. He stated that, since the National Auto Fleet Group was under state contract, a Request for Proposals was not needed.

Manager Hagendorf stated that the tanker, as specified, will cost \$221,558 with a contract delivery date of March 15, 2018 and that the District would receive a \$100 per day credit towards that price if not delivered by then. He stated that the grant is for \$207,170, leaving a difference of \$14,388 which includes the required cash match of \$10,358. He stated that this difference will be made up in the sale of the existing tanker, which should bring around \$15,000.

Manager Hagendorf stated that the contract requires a 10% down payment with the remainder to be paid in full upon delivery. He stated that the grant funds will be requested about 30 days in advance of delivery and that he will make a pre-build visit to the shop in Jacksonville, Texas in November.

RECORD OF PROCEEDINGS

Regular Meeting (2)

September 26, 2017

FINANCE – AFG Grant, Consideration of Contract to Purchase Tanker (cont.)

Director Hall moved, Director Hearn seconded to approve the contract with National Auto Fleet Group for the purchase of a new tanker for \$221,558. The motion passed with all voting yes in a general vote.

Director Hall asked if the District should investigate the possibility of increasing the engine size on the new tanker given the high altitude and steep grades in the District’s service area. After some discussion, the Directors agreed that Manager Hagendorf should investigate the cost increase associated with increasing the size of the engine. Since the contract must be signed no later than October 10th, the Directors further agreed that Manager Hagendorf should e-mail the directors with his findings and, if there are no objections, to have the contract modified accordingly. The Directors agreed to ratify payment of the additional expense at next meeting.

Director Hall moved, Director Cavit seconded to authorize disbursement of the 10% down payment once the contract with National Auto Fleet Group is finalized. The motion passed with all voting yes in a general vote.

2018 BUDGET – Review of Draft

The Directors reviewed a draft of the proposed budget for 2018 and agreed to review an updated draft at the next meeting.

FIRE STATION – Privacy Fence Update

Manager Hagendorf stated that he had received an estimate for fencing materials from a local supplier in the amount of \$3,657.50, which does not include an estimated \$500 for a gate. He stated that the cost for the same materials, without a gate, from a big box store was \$2,384 plus shipping. He further stated that he was very busy with volunteer training and testing through end of year and requested that the construction of the fence be put off until next spring when he would also be able to take advantage of some community service hours. After some discussion, the Board agreed to postpone construction until spring and suggested that Manager Hagendorf take a copy of the big box store estimate to the local supplier to see if he could get a better price.

<u>BILLS PAYABLE TO AND FOR:</u>	<u>AMOUNT</u>	<u>FUND</u>
Bill Hagendorf – Contract Labor, Manager/Fire Marshal/Chief	\$2,500.00	Gen.
CenturyLink – Phone/DSL	102.40	Gen.
Gunnison County Electric Association – Electricity	136.99	Gen.
J. David Reed, P.C. – Legal Services	220.50	Gen.
Michelle Pierce – Contract Administration	500.00	Gen.
Silver World Publishing Co. – Back to School Ad	15.00	Gen.
Town of Lake City – Water & Sewer	160.00	Gen.
VISA – Amazon Prime, Hydrant Supplies, Charger, Load Manager	667.53	G/C
National Auto Fleet Group – Down Payment on International Tanker	22,126.73	Cap.

ADJOURNMENT

There being no further business to come before the Board, Director Hearn moved, Director Hall seconded to adjourn the regular meeting at 8:05 p.m., but to meet again at the next regular meeting on October 31, 2017. The motion passed with all voting yes in a general vote.

Chairman

ATTEST:

Secretary