

RECORD OF PROCEEDINGS

Regular Meeting

October 29, 2019

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.

One vacancy exists.

Also present were Bill Hagendorf, Manager (via phone); Darren Hardy, Fire Chief; Michelle Pierce, Secretary; Robert Quinn, and Mike Tuttle.

MINUTES OF PREVIOUS MEETING

Director Rowe moved, Director Boyce seconded to approve the minutes of the September 24, 2019 regular meeting as circulated. The motion passed with all voting yes in a general vote.

BILLS PAYABLE

Director Boyce moved, Director Rowe seconded to approve payment of the bills as circulated. The motion passed with all voting yes in a general vote.

TREASURER'S REPORT

Director Rowe moved, Director Boyce seconded to approve the Treasurer's Report for the month ending September 30, 2019 as circulated. The motion passed with all voting yes in a general vote.

QUARTERLY BUDGET REPORT

The Directors read the quarterly budget report submitted by Secretary Pierce.

BILLS FOR SERVICE – Status Report

The Directors read the status report submitted by Secretary Pierce.

Manager Hagendorf stated that he sent an invoice to Klein in the amount of \$1,513 to reimburse the District for repairs made to new tanker. He stated that he will follow up with the plant manager's supervisor if it remains unpaid after 30 days.

MANAGER REPORT

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

FIRE CHIEF REPORT

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

FIRE MARSHAL REPORT

The Directors read the report submitted by Fire Marshal Wonnacott (see attached).

BOARD OF DIRECTORS – Swear In Robert Quinn

Secretary Pierce delivered the oath of office to Robert Quinn.

BOARD OF DIRECTORS – Board Training, Costs to Attend Annual SDA Conference

Secretary Pierce stated that the Special District Association of Colorado (SDA) will provide free on-site board training for its members. She further stated that costs to attend the SDA annual conference in Keystone consist of a \$315 registration fee, which includes most meals, lodging at the Keystone Lodge at approximately \$300 per night and mileage.

After some discussion, the Directors agreed to schedule an SDA board training as soon as practical. Secretary Pierce will follow up with SDA representatives to determine available dates. Director Cavit will check with the medical center board to see if their directors would like to participate in the training.

The Directors agreed to consider budgeting funds for a representative to attend an SDA conference in the 2021 budget.

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Regular Meeting (2)

October 29, 2019

2020 BUDGET – Review of Draft, Schedule Public Hearing

The Directors reviewed a draft of the 2020 budget. Secretary Pierce stated that the Hinsdale County Assessor will issue his final certification of values on December 2nd, which falls after the Board’s regular meeting on November 26th. After some discussion, the Directors agreed to re-schedule the November 26th regular meeting for December 5th and to conduct a public hearing on the budget at that time.

Director Rowe moved, Director Cavit seconded to re-schedule the November 26, 2019 regular meeting for Thursday, December 5, 2019. The motion passed with all voting yes in a general vote.

PERSONNEL – Update on Hiring of Fire Chief and Fire Marshal

Secretary Pierce stated that contracts had been signed by Chief Hardy and Fire Marshal Wonnacott and that both men began work on October 1, 2019.

FINANCE – Bank Signature Authorizations

Director Cavit moved, Director Boyce seconded to authorize Chairman R. E. Hall, Fire Chief Darren Hardy, and Secretary Michelle Pierce as signatories on the District’s certificates of deposit, checking account and money market account with Community Banks. The motion passed with all voting yes in a general vote.

FINANCE – Update on Requests for Proposals for Auditing Services

Secretary Pierce stated that she had sent out six requests for proposals to qualifying CPA firms and that proposals were due on Friday, November 22, 2019.

<u>BILLS PAYABLE TO AND FOR:</u>	<u>AMOUNT</u>	<u>FUND</u>
Bill Hagendorf – Contract Labor, Manager	\$ 500.00	Gen.
CenturyLink – Phone/DSL	131.15	Gen.
Darren Hardy – Contract Labor, Fire Chief	1,800.00	Gen.
Darren Hardy – Travel Reimbursement	209.70	Gen.
Gunnison County Electric Association – Electricity	88.55	Gen.
Hinsdale County – Diesel Fuel purchased 9/12/2018	80.50	Gen.
Joe Wonnacott – Contract Labor, Fire Marshal	500.00	Gen.
Joe Wonnacott – Travel Reimbursement	114.00	Gen.
Michelle Pierce – Contract Administration	700.00	Gen.
Mike Tuttle – Travel Reimbursement	109.48	Gen.
NAPA Auto Parts – Generator Battery	141.98	Gen.
NAPA Auto Parts – Batteries for E3	423.87	Gen.
NFPA – 2020 Dues	175.00	Gen.
VISA – Laptop, Oil, Coolant, Filters, Oil & Drain Pan, Office Supplies, etc.	1,124.75	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Rowe moved, Director Quinn seconded to adjourn the regular meeting at 7:19 p.m., but to meet again at the next regular meeting on December 5, 2019. The motion passed with all voting yes in a general vote.

Chairman

ATTEST:

Secretary