

## **RECORD OF PROCEEDINGS**

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### **Regular Meeting**

**October 27, 2020**

Vice-Chairman Boyce 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: Dennis Cavit and Jim Rowe.

Director Hall was absent and excused. One vacancy exists.

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

#### MINUTES OF PREVIOUS MEETING

Director Rowe moved, Director Cavit seconded to approve the minutes of the September 29, 2020 regular meeting as circulated. The motion passed with all voting yes in a general vote.

#### BILLS PAYABLE

Director Rowe moved, Director Cavit 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 Cavit seconded to approve the Treasurer's Report for the month ending September 30, 2020 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.

#### 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).

#### PERSONNEL – Performance Evaluations for District Staff, Update

Vice-Chairman Boyce noted that performance evaluations for the Manager and Secretary were completed on October 25<sup>th</sup> and that the forms were on file. The Directors agreed to conduct an executive session at the end of the November meeting to review evaluation results.

#### 2021 BUDGET – Review Draft Budget

The Directors reviewed a draft of the proposed budget for 2021. Manager Hagendorf stated that the equipment replacement schedule will be modified and attached to the next draft.

#### FINANCE – Grants Update

Manager Hagendorf stated that the application for a \$4,400 grant from Colorado's Firefighter Safety and Disease Prevention Fund had been denied. He stated that he would re-apply in the next round. He also stated he hasn't received a notification letter regarding the Assistance to Firefighters Grant he applied for through FEMA, but that most, if not all, awards were being given out to agencies that had significant expenditures related to the COVID pandemic which was not the case for the District. He stated that he would re-apply in the next round assuming that the District's current application was not successful.

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**Regular Meeting (2)**

**October 27, 2020**

BOARD OF DIRECTORS – Update on Compliance with Respiratory Protection Policy

Director Rowe asked for an update on compliance with the recently adopted respiratory protection policy. Manager Hagendorf stated that we have 100% compliance among the officers, but that two of the volunteers still have beards which prevent the proper use of the SCBAs. Chief Wonnacott stated that they will remain as firefighters but will be performing other duties on-scene rather than entering buildings. He further stated all officers are required to be clean shaven but that he does not want to risk losing other volunteers by requiring strict compliance. Manager Hagendorf stated that he plans to further explain the rationale for the policy to the volunteers in an upcoming training meeting.

BOARD OF DIRECTORS – Applications to Fill Vacancy

The Directors reviewed letters of interest in filling the current vacancy from Donald Rightsell and Crystal Brown.

After some discussion, the Directors agreed to postpone making an appointment until the November meeting when Chairman Hall can attend. Secretary Pierce stated that she will contact the applicants to notify them that the appointment has been postponed.

BILLS PAYABLE TO AND FOR:

	<u>AMOUNT</u>	<u>FUND</u>
Bernadette Hagendorf – Refund of Overpayment on Accidental VISA Chg	\$ 266.44	Gen.
Bill Hagendorf – Contract Labor, Manager	1,800.00	Gen.
CenturyLink – Phone/DSL	131.22	Gen.
Gunnison County Electric Association, Inc. – Electricity	87.00	Gen.
Hinsdale County – Diesel Fuel	126.92	Gen.
JC Propane – Propane Delivery, 8/25/2020	224.45	Gen.
Joe Wonnacott – Contract Labor, Fire Chief & Fire Marshal	1,000.00	Gen.
Michelle Pierce – Reimburse for Payment of Water & Sewer Bill	160.00	Gen.
Michelle Pierce – Contract Labor, Secretary	700.00	Gen.
VISA – ICC Cert. for Fire Marshal, Parts for Deck Gun, Foam Check Valve, Tank Sender Unit, Refund of B. Hagendorf Accidental Chg	793.12	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Rowe moved, Director Cavit seconded to adjourn the regular meeting at 7:03 p.m., but to meet again at the next regular meeting on November 24, 2020. The motion passed with all voting yes in a general vote.

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Chairman

ATTEST:

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Secretary