

LAKE CITY AREA FIRE PROTECTION DISTRICT

AGENDA

December 18, 2018

Regular Meeting

5:00 p.m. – Lake City Fire Station, 131 N. Henson Street

CALL TO ORDER

ROLL CALL

MINUTES **

BILLS PAYABLE

TREASURER'S REPORT **

BILLS FOR SERVICE – Status Report **

MANAGER/FIRE MARSHAL REPORT

1. 2018 BUDGET – Resolution to Appropriate Additional Sums of Money **
2. BOARD OF DIRECTORS – Reschedule January Meeting

ADJOURNMENT

** included in packet

RECORD OF PROCEEDINGS

Regular Meeting

November 27, 2018

Chairman Roberts called the regular meeting of the Board of Directors of the Lake City Area Fire Protection District to order at 5:02 p.m. in the fire station. Those Directors present were: R. E. Hall and Jim Rowe.

Director Cavit was absent and excused. Director Wonnacott was absent.

Also present were Bill Hagendorf, Manager/Fire Marshal (via phone); and Michelle Pierce, Secretary.

MINUTES OF PREVIOUS MEETING

Director Hall moved, Director Rowe seconded to approve the minutes of the October 30, 2018 regular meeting as circulated. The motion passed with all voting yes in a general vote.

BILLS PAYABLE

(Director Wonnacott entered the meeting at 5:04 p.m.)

Director Rowe 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 Hall seconded to approve the Treasurer's Report for the month ending October 31, 2018 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.

Secretary Pierce reported on her ongoing efforts to locate a collection agency.

MANAGER/FIRE MARSHAL REPORT

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

Manager Hagendorf stated that he will re-evaluate the department's practice of responding to helicopter landing zones depending upon who is selected as Hinsdale County's new EMS manager. After some discussion, the Directors agreed that the department should not continue to respond to helicopter landing zones and that Manager Hagendorf should notify Hinsdale County in writing of this determination and provide information regarding the specifications for a fire extinguisher for use at helistops and heliports.

Manager Hagendorf stated that he has made multiple attempts to contact CenturyLink regarding the possibility of reducing the amount paid for internet service at the fire station. He stated that he has received no response. He recommended riding out the rest of the winter with CenturyLink and that he will look at switching to Amigo.net upon his return in the spring.

2019 BUDGET – Public Hearing & Adoption

Chairman Roberts opened the public hearing to hear comments regarding the proposed budget for 2019 at 5:17 p.m. He asked if there were any comments. There were none. Secretary Pierce stated that she had not received any comments either verbally or in writing.

Chairman Roberts closed the hearing at 5:17 p.m.

Director Rowe moved, Director Wonnacott seconded to adopt Resolution No. 1, Series 2018 adopting a budget for the Lake City Area Fire Protection District for 2019. The motion passed with all voting yes in a general vote.

Director Wonnacott moved, Director Rowe seconded to adopt Resolution No. 2, Series 2018 levying general property taxes for the year 2018 to help defray the costs of government for the Lake City Area Fire Protection District for the 2019 budget year. The motion passed with all voting yes in a general vote.

Director Hall moved, Director Wonnacott seconded to adopt Resolution No. 3, Series 2018 appropriating sums of money for the purposes as set forth for the 2019 budget year. The motion passed with all voting yes in a general vote.

RECORD OF PROCEEDINGS

Regular Meeting (2)

November 27, 2018

2018 AUDIT – Engagement Letter with Green & Associates, LLC

Director Hall moved, Director Rowe seconded to approve the engagement letter with Green & Associates, LLC for the conduct of the 2018 audit for a cost not to exceed \$3,900. The motion passed with all voting yes in a general vote.

BOARD OF DIRECTORS – Reschedule December Meeting

It was noted that the December regular meeting was scheduled for Christmas day.

Director Wonnacott moved, Director Rowe seconded to re-schedule the December regular meeting for December 18, 2018 at 5:00 p.m. The motion passed with all voting yes in a general vote.

<u>BILLS PAYABLE TO AND FOR:</u>	<u>AMOUNT</u>	<u>FUND</u>
Bill Hagendorf – Contract Labor, Manager/Fire Marshal/Chief	\$2,800.00	Gen.
Blue Spruce Building Materials Co.	45.44	Gen.
CenturyLink – Phone/DSL	127.92	Gen.
Gunnison County Electric Association – Electricity	100.45	Gen.
Hinsdale County – Transfer Station Fees	40.00	Gen.
Lake Fork Health Service District – Physical Exams for Firefighters	866.50	Gen.
Michelle Pierce – Contract Administration	700.00	Gen.
Town of Lake City – Water & Sewer	160.00	Gen.
VISA – Flag for Fire Station	13.65	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Hall moved, Director Wonnacott seconded to adjourn the regular meeting at 5:26 p.m., but to meet again at the next regular meeting on December 18, 2018. The motion passed with all voting yes in a general vote.

Chairman

ATTEST:

Secretary

LAKE CITY AREA FIRE PROTECTION DISTRICT

Treasurer's Report

November 30, 2018

	<u>BEGINNING BALANCE 11/1/2018</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>ENDING BALANCE 11/30/2018</u>
GENERAL FUND	\$109,731.85	\$3,118.35	\$4,973.96	\$107,876.24
CAPITAL RESERVE FUND	\$390,550.16	\$778.40	\$32.73	\$391,295.83
CONTINGENCY RESERVE FUND	\$59,841.83	\$74.13	\$3.12	\$59,912.84
FIREWORKS FUND	\$3,102.72	\$0.00	\$0.00	\$3,102.72
TOTALS	\$563,226.56	\$3,970.88	\$5,009.81	\$562,187.63

Petty Cash	\$25.00
Checking Acct - CBANKS	\$100.00
MM Acct - CBANKS	\$459,728.69
MM Acct - ColoTrust	\$82,333.94
Certificates of Deposit	\$20,000.00
TOTAL	\$562,187.63

Respectfully submitted,

Treasurer

LAKE CITY AREA FIRE PROTECTION DISTRICT

DATE: December 15, 2018
TO: Board of Directors
FROM: Michelle Pierce, Secretary *MP*
SUBJECT: Status of Bills for Service

The following is the status of the District's bills for service as of today:

Stephen Barber, \$712.50. Invoice #52016 dated 9/4/2016 for MVA on 8/24/2016.

Patrick Raymond Hickey, \$1,759.63 (\$431.25 + \$1,328.38). Invoice #62016 dated 9/19/2016 for motorcycle accident on 9/15/2016.

Thomas Leonard Swanger, \$543.75. Invoice #32018 in the amount of \$543.75 was mailed to Mr. Swanger on August 27, 2018 for our response to a motor vehicle accident on with injuries on 8/22/2018 at MM 57 on Highway 149. A delinquent notice was mailed to Mr. Swanger on 10/9/2018. I received a phone call on 10/16/2018 from attorney Mindi L. Conerly Millican notifying me that Mr. Swanger had died and that she was the personal representative of his estate. She told me that his estate was barely solvent with several creditors already in line. She sent me a notice to creditors giving us until February 1, 2019 to file our claim. I've responded to that notice and will keep you updated.

Rodney Mayo, \$1,015.00. Invoice #42018 in the amount of \$1,105.00 was mailed to Mr. Mayo on 9/28/2018 for our response to a MV fire at MM 67.5 on Highway 149 on 9/22/2018. We received payment in full from Liberty Mutual Insurance on December 5, 2018.

I spoke with Bill Thompson with Advantage Group collection agency in Grand Junction regarding using their services to attempt to collect on the invoices for Mr. Barber and Mr. Hickey. Advantage Group retains 35% of collections received and requires a \$50.00 one-time set up fee. I've included this amount in this month's bills payable report for your consideration.

RESOLUTION NO. 4

Series 2018

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE CITY AREA FIRE PROTECTION DISTRICT APPROPRIATING ADDITIONAL SUMS OF MONEY TO DEFRAY EXPENSES IN EXCESS OF AMOUNTS BUDGETED FOR THE GENERAL FUND, FIREMEN'S PENSION FUND AND FIREWORKS FUND.

WHEREAS, the Lake City Area Fire Protection District has received unanticipated revenues not assured at the time of the adoption of the 2018 budget; and

WHEREAS, the unanticipated revenues were derived from unappropriated surpluses in the General Fund.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Lake City Area Fire Protection District:

Section 1. That the 2018 appropriation for the General Fund is hereby increased from \$118,695.00 to \$136,195.00 for the following purpose:

To pay for additional operating expenses associated with purchasing a mobile burn trailer and other equipment.

ADOPTED, this ____ day of December, A.D., 2018.

Chairman

ATTEST:

Secretary