

# LAKE CITY AREA FIRE PROTECTION DISTRICT

## A G E N D A

February 27, 2024

Regular Meeting

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

Zoom Meeting Link for Guests:

<https://us02web.zoom.us/j/82606561973?pwd=dVRQS0xSZFJuQVV4cGNkTWt2N0Fjdz09>

CALL TO ORDER

ROLL CALL

MINUTES \*\*

BILLS PAYABLE

TREASURER'S REPORT \*\*

MANAGER REPORT (emailed separately)

FIRE MARSHAL REPORT (emailed separately)

FIRE CHIEF REPORT

1. PERSONNEL – Succession Planning Update

ADJOURNMENT

\*\* included in packet

## RECORD OF PROCEEDINGS

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### Regular Meeting

January 30, 2024

Chairman Hall called the regular meeting of the Board of Directors of the Lake City Area Fire Protection District to order at 5:00 p.m. in the fire station. Those Directors present were: Brent Boyce, Crystal Brown, Dennis Cavit (via video conference), and Jim Rowe.

Also present were Bill Hagendorf, Manager (via video conference); Evan Milski, Fire Chief; and Michelle Pierce, Secretary.

#### MINUTES OF PREVIOUS MEETING

Director Rowe moved, Director Boyce seconded to approve the minutes of the December 26, 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, along with ratification of stipends paid before the meeting. The motion passed with all voting yes in a general vote.

#### TREASURER'S REPORT

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

#### QUARTERLY BUDGET REPORT

The Directors read the quarterly budget report for December 31, 2023.

#### BILLS FOR SERVICE – Status Report

The Directors read the status report submitted by Secretary Pierce in which she noted that Mr. Riley has not paid his invoice despite receiving a delinquent notice. After some discussion, Manager Hagendorf stated that he has left several messages for Mr. Riley and will continue to try to contact him.

#### 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).

#### FIRE CHIEF REPORT

Fire Chief Milski stated that he will step back from his position as fire chief effective June 1, 2024. He stated that he wants to be able to leave town with his family for extended periods of time and that his position as fire chief has prevented that due to needing to make sure that there are enough firefighters left in town to respond to an incident. He further stated that he will continue to serve as a volunteer firefighter.

The Directors thanked Chief Milski for his service and expressed their understanding that he wants to spend more time with his family.

#### PERSONNEL – Succession Planning Update, Director Rowe

The Directors read a status update report, prepared by Director Rowe, from the most recent succession planning meeting held on January 19, 2024. The areas of responsibility identified by the committee were addressed as follows:

Equipment and Facility Maintenance. Manager Hagendorf stated that he spoke with Monty Hanna and left a message for Hans Nelson regarding whether or not either one of them would be interested in maintaining the department's apparatus. He stated that Mr. Hanna expressed interest in doing this work, if he does not do another deployment, and indicated that he would charge \$100 per hour. Manager Hagendorf noted that it takes about 14 hours per year to maintain the department's apparatus. He stated that he will report to the Directors once he hears back from Mr. Nelson.

**RECORD OF PROCEEDINGS**

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**Regular Meeting (2)**

**January 30, 2024**

PERSONNEL – Succession Planning Update (cont.)

Fire Chief. Director Rowe noted that the committee’s recommended strategy for this position has changed since Chief Milski has now given notice that he will step back from his position on June 1<sup>st</sup>. He stated that the committee will need to revisit this strategy in a meeting to be held in the next couple of weeks.

Training. The committee recommends that the responsibility for training be shifted from Manager Hagendorf to the officer team. Manager Hagendorf stated that he will talk to the volunteers tomorrow about the possibility of a team-oriented approach to conduct training sessions in the future. He noted that a training stipend can be paid to any volunteer for preparing for training sessions.

Fire Marshal. The committee recommends that Manager Hagendorf and Secretary Pierce be assigned to discuss funding issues and options with both the Lake City Board of Trustees and Hinsdale County Board of Commissioners. The committee envisions a cost-sharing arrangement between the District, Town, and County to fund this position in the future.

Director Rowe noted that, given the uncertainty of how property taxes will be handled by the state legislature in the future, it is the committee’s recommendation that the District not move forward with a ballot question to increase the District’s mill levy in 2024.

The Directors agreed to include an update on these recommendations on future meeting agendas.

FIREMEN’S PENSION FUND – Board of Trustees Report on Status of Funds

The Directors reviewed the 3<sup>rd</sup> quarter 2023 allocation report from the Fire & Police Pension Association.

FIRE HYDRANTS – Letter of Appreciation to Town of Lake City Staff for Snow Removal

The Directors read a draft letter, prepared by Manager Hagendorf, expressing the District’s appreciation to the Town’s public works department for promptly removing snow from around fire hydrants after each snow event. The Directors agreed to send it.

LAKE CITY FIRE-RESCUE – Acknowledgement and Appreciation for the Volunteer Service of James Herzog, Retired Firefighter

Chairman Hall expressed the sympathy of the Directors and volunteer firefighters to Secretary Pierce whose husband, James Herzog, passed away on January 22<sup>nd</sup>. Chairman Hall noted that Mr. Herzog was a former volunteer firefighter who served for many years on the fire department.

Secretary Pierce thanked everyone for their thoughts and support. She stated that, since department records were sparse during Jim’s service, she contacted former firefighter, Dave Roberts, to see if he knew when he served. Mr. Roberts informed her that Jim was already on the fire department when he joined in 1989 and that Jim resigned a few years before he did. He also noted that Jim was an engineer and later a lieutenant.

Secretary Pierce also stated that Jim was appointed to the Board of Directors on March 30, 1995, was elected to the Board in May of 1996, and resigned on March 30, 1999.

BOARD OF DIRECTORS – Designation of Official Posting Place

Director Rowe moved, Director Brown seconded to designate the front door of the fire station meeting room as the official posting place for the District. The motion passed with all voting yes in a general vote.

BILLS PAYABLE TO AND FOR:

	<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.
Bill Hagendorf – Mileage Reimbursement, January 19 & 20, 2024	117.00	Gen.
CenturyLink – Phone Service	88.43	Gen.
Evan Milski – Recruitment Incentive Award	125.00	Gen.
Gunnison County Electric Association – Electricity, includes cap. refund	105.37	Gen.
Michelle Pierce – Contract Labor, Secretary	750.00	Gen.
Mountain West Insurance & Financial Services – 2024 Premiums	8,308.25	Gen.
Peak Alarm Co., Inc. – Fire Alarm Monitoring	83.19	Gen.

**RECORD OF PROCEEDINGS**

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**Regular Meeting (3)**

**January 30, 2024**

<u>BILLS PAYABLE TO AND FOR:</u> (cont.)	<u>AMOUNT</u>	<u>FUND</u>
Silver World Publishing – Budget Notice	26.40	Gen.
Simply Broadband Solutions – Broadband Internet	80.00	Gen.
Town of Lake City – Water & Sewer, includes rate increase	206.00	Gen.
VISA – Snow Shovels & Pushers, Cam Plus Subs., Radio Charger, etc.	413.97	Gen.

For Ratification:

Brian Poet – Training Stipend	25.00	Gen.
Evan Milski – Training Stipend	125.00	Gen.
Mike Carson – Training Stipend	125.00	Gen.
Mike Ralph – Training Stipend	125.00	Gen.
Mike Tuttle - Training Stipend	100.00	Gen.
Patrick Tubbs - Training Stipend	125.00	Gen.
Tom Hamel – Training Stipend	100.00	Gen.
Willy Merfeld – Training Stipend	125.00	Gen.
Evan Milski – Incident Response Stipend	250.00	Gen.
Joe Schultheis – Incident Response Stipend	50.00	Gen.
Mike Carson – Incident Response Stipend	175.00	Gen.
Mike Ralph – Incident Response Stipend	150.00	Gen.
Mike Tuttle – Incident Response Stipend	275.00	Gen.
Patrick Tubbs – Incident Response Stipend	250.00	Gen.
Tom Hamel – Incident Response Stipend	200.00	Gen.
Willy Merfeld – Incident Response Stipend	275.00	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Rowe moved, Director Brown seconded to adjourn the regular meeting at 6:18 p.m., but to meet again at the next regular meeting on February 27, 2024. The motion passed with all voting yes in a general vote.

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Chairman

ATTEST:

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Secretary

# LAKE CITY AREA FIRE PROTECTION DISTRICT

## Treasurer's Report

January 31, 2024

	<u>BEGINNING BALANCE 1/1/2024</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>ENDING BALANCE 1/31/2024</u>
GENERAL FUND	\$82,703.93	\$7,562.89	\$17,507.91	\$72,758.91
CAPITAL RESERVE FUND	\$467,224.11	\$5,120.45	\$16.28	\$472,328.28
CONTINGENCY RESERVE FUND	\$72,621.47	\$35.45	\$0.93	\$72,655.99
FACILITIES FUND	\$9,700.00	\$0.00	\$0.00	\$9,700.00
TOTALS	\$632,249.51	\$12,718.79	\$17,525.12	\$627,443.18

Petty Cash	\$25.00
Checking Acct - CBANKS	\$100.00
MM Acct - CBANKS	\$515,656.74
MM Acct - ColoTrust	\$91,661.44
Certificates of Deposit	\$20,000.00
TOTAL	\$627,443.18

Respectfully submitted,

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Treasurer