

# LAKE CITY AREA FIRE PROTECTION DISTRICT

## AGENDA

February 23, 2021

Regular Meeting – 5:00 p.m. Conference Call

Zoom Meeting Link:

<https://us02web.zoom.us/j/85445574767?pwd=OTZ3K0JldndQdzAva1ljQVZQRkdBZz09>

CALL TO ORDER

ROLL CALL

MINUTES \*\*

BILLS PAYABLE

BILLS FOR SERVICE – Status Report \*\*

TREASURER'S REPORT \*\*

MANAGER REPORT (emailed separately)

FIRE CHIEF/FIRE MARSHAL REPORT (emailed separately)

1. FINANCE – Grants Update
2. INCLUSIONS – 2021 Process

ADJOURNMENT

\*\* included in packet

**RECORD OF PROCEEDINGS**

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**Regular Meeting**

**January 26, 2021**

Vice-Chairman Boyce called the regular meeting of the Board of Directors of the Lake City Area Fire Protection District to order at 5:04 p.m. via video conference call. Those Directors present were: Crystal Brown, Dennis Cavit and Jim Rowe.

Director Hall was absent.

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 December 29, 2020 regular meeting as circulated. The motion passed with all voting yes in a roll call vote.

**BILLS PAYABLE**

The Directors reviewed the list of bills payable. It was noted that the invoice from Peak Alarm Company in the amount of \$600 for the annual fire alarm inspection was too high. Manager Hagendorf asked that the payment to Peak Alarm Company be withheld until he can contact them to obtain a corrected invoice.

Director Rowe moved, Director Brown seconded to approve payment of the bills except the invoice from Peak Alarm Company which will be withheld until Manager Hagendorf obtains a corrected invoice that will then be paid. The motion passed with all voting yes in a roll call vote.

**BILLS FOR SERVICE – Status Report**

The Directors read the status report submitted by Secretary Pierce.

**TREASURER'S REPORT**

Director Rowe moved, Director Brown seconded to approve the Treasurer's Report for the month ending December 31, 2020 as circulated. The motion passed with all voting yes in a roll call vote.

**QUARTERLY BUDGET REPORT**

The Directors reviewed 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).

**FINANCE – Grants & Donations Update**

(Chairman Hall joined the meeting at 5:26 p.m.)

Manager Hagendorf stated that he is almost finished with an application for an Assistance to Firefighters micro grant, which will be followed up with an application for a larger grant for the acquisition of a new vehicle if time allows.

Manager Hagendorf reported that a grant of \$950 had been received from the Pioneer Jubilee Women's Club and that the requested post-fire decontamination kit with a 12' extension hose has been ordered. He also stated that \$2,317.70 in pass through contributions for the 4<sup>th</sup> quarter 2020 had been received from the Lake Fork Community Foundation.

Manager Hagendorf stated that the grant with Brownlee Fund has been approved through the Lake Fork Community Foundation. He stated that the fire department will be getting 3 full complement sets of swift water rescue gear. A self-bailing raft will also be purchased and stored at fire station. He stated that the grant was awarded to Hinsdale County which will purchase the equipment and donate the swift water rescue gear to the fire district. He further stated that he will file a final report to the Brownlee fund.

**RECORD OF PROCEEDINGS**

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**Regular Meeting (2)**

**January 26, 2021**

FY 2020 END OF YEAR REPORT

The Directors read the FY 2020 end of year report submitted by Manager Hagendorf.

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

The Directors read the 3<sup>rd</sup> quarter 2020 allocation report by the Fire & Police Pension Association.

BOARD OF DIRECTORS – Designate Official Posting Place

Secretary Pierce stated that this action is required to occur at the first meeting of the year, rather than the last meeting of the year as was done at the December meeting.

Director Rowe moved, Director Cavit seconded to designate the window on the front door of the meeting room as the official posting place for District notices. The motion passed with all voting yes in a roll call vote.

BILLS PAYABLE TO AND FOR:

	<u>AMOUNT</u>	<u>FUND</u>
Bill Hagendorf – Contract Labor, Manager	1,800.00	Gen.
CenturyLink – Phone/DSL	134.50	Gen.
City of Gunnison – 2021 Dispatch User Fee	4,691.00	Gen.
Complete Wireless Technologies – Pager Repair	171.00	Gen.
Gunnison County Electric Association, Inc. – Electricity, less Cap. Credit	67.96	Gen.
Joe Wonnacott – Contract Labor, Fire Chief & Fire Marshal	1,000.00	Gen.
Michelle Pierce – Contract Labor, Secretary	700.00	Gen.
Municipal Emergency Services – Rescue Tool Service Call & Repair	490.00	Gen.
Peak Alarm Co., Inc. – Annual Fire Alarm Inspection, 12/15/2020 (corrected invoice)	300.00	Gen.
Town of Lake City – Water & Sewer, 2 months	160.00	Gen.
VISA – Checks, Hazmat Awareness/Ops recert., Fireworks Op. Cert.	278.54	Gen.
Witmer Public Safety Group – Facemask Decals	287.96	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Boyce moved, Director Rowe seconded to adjourn the regular meeting at 5:47 p.m., but to meet again at the regular meeting on February 23, 2021. The motion passed with all voting yes in a roll call vote.

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Chairman

ATTEST:

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Secretary

# LAKE CITY AREA FIRE PROTECTION DISTRICT

DATE: February 20, 2021  
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:

Doyal J. Barnes, \$862.50. Invoice #32019 in the amount of \$862.50 was mailed to Mr. Barnes on September 30, 2019 for our response to a motor vehicle rollover on 9/29/2019 at MM 62 on Highway 149. Mr. Barnes has failed to respond to our demand for payment. Director Cavit is monitoring the local court case.

Brett Fletcher, \$405.00. Invoice #32020 in the amount of \$405.00 was mailed to Mr. Fletcher on September 11, 2020 for our response to a motor vehicle rollover on 9/6/2020 on Hinsdale County Road 33. Mr. Fletcher paid \$100.00 in cash against this bill on December 14, 2020 and the Hinsdale County Veterans Services Office paid \$200.00 against this bill by check received December 16, 2020. This leaves a balance of \$105.00. Mr. Fletcher and I exchanged email communications on January 13, 2021. Mr. Fletcher remains unemployed and he does not have any income. We agreed to communicate periodically with each other so we can work out a payment plan for the balance once he is generating income.

Robert Lopez, \$677.50. Invoice #52020 in the amount of \$677.50 was mailed to Mr. Lopez on December 31, 2020 for our response to a motor vehicle accident on December 28, 2020 at MM 62 on Highway 149. Mr. Lopez failed to pay this invoice by the due date of January 31<sup>st</sup>. I mailed out the delinquent notice on February 2, 2021. If payment is not received by then, I will consult with our attorney regarding the possibility of appearing via video conference in San Antonio, TX to file against him in small claims court.

# LAKE CITY AREA FIRE PROTECTION DISTRICT

## Treasurer's Report

January 31, 2021

	<u>BEGINNING BALANCE 1/1/2021</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>ENDING BALANCE 1/31/2021</u>
GENERAL FUND	\$98,931.49	\$5,200.24	\$10,492.27	\$93,639.46
CAPITAL RESERVE FUND	\$407,150.63	\$1,518.88	\$61.83	\$408,607.68
CONTINGENCY RESERVE FUND	\$64,926.53	\$86.80	\$3.53	\$65,009.80
FACILITIES FUND	\$2,700.00	\$0.00	\$0.00	\$2,700.00
TOTALS	\$573,708.65	\$6,805.92	\$10,557.63	\$569,956.94
			Petty Cash	\$25.00
			Checking Acct - CBANKS	\$100.00
			MM Acct - CBANKS	\$464,751.59
			MM Acct - ColoTrust	\$85,080.35
			Certificates of Deposit	\$20,000.00
			TOTAL	\$569,956.94

Respectfully submitted,

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Treasurer