

SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT
Minutes for Oct. 1, 2009 Public Meeting

1) Call to order: Chairman Calanni called the meeting to order at 7:15 p.m.

2) Attendees: In attendance were Board Members Sam Calanni, Anita Long, Kathy Boettcher, and Amy Mason. Also present were Department members Chief Gene Stanley, Executive Officer Larry Lepage, Auxiliary President Major Joan Lepage, and web master Seth Stahlman. One guest was also present, Mary Curtis, a volunteer for the vacant secretary position.

3) Approval of Agenda: A motion to approve the Agenda was made by Kathy Boettcher and seconded by Anita Long. The motion passed unanimously.

4) Approval of Sept Meeting Minutes: Minor corrections were made to the Sept. minutes and they were approved by unanimous vote.

5) Directors and Chief Reports:

Treasurers Report-Anita Long presented the financial statements for the month and for the year to date. She reported that all income and expenditures were within normal limits. She also presented a new set of graphs showing year over year financial activity for the past 6 years. It was interesting to note that the projected cash balance of \$150,000 for the current year will be the highest on record for the District. Anita and Seth Stahlman will coordinate and place the most informative graphs on our District web page to share the information with the public.

Public Relations-A general discussion was held on the next District Newsletter. It was agreed that it should be available on the District web page. Anita Long, Amy mason and Seth Stahlman will coordinate for its publication with article inputs from others on the Board and Staff.

Regulatory/Insurance Matters-A Legal Notice will be placed in the Flume within the next 3 weeks informing the Public of the 2010 Budget approval discussion to be held at our Nov. Meeting. The District mil levy certification will be required by Dec. 15. The failure of the auxiliary engine and pump on Truck # 961 has been reported to our insurance Carrier in hopes that it may be covered by our Inland Marine Insurance Policy.

Chiefs Report-A copy of the Chiefs' Report is attached to these Minutes. Highlights of the Report included monthly activity of 8 fire runs and 4 medical runs; a discussion of the medical confidentiality requirements of The Health Insurance Portability and Accountability Act of 1996 (HIPAA); after review by the Officers, Personnel Policy #20 will not require revision; the resignation of Lt. John Adams who will be missed; the billing of medical response to a motorcycle accident of \$1,200; CSFS grant applications for 6 new style fire shelters and 2 new laptops with GPS capability for our Command vehicles; reimbursements for the federal assignments for Chief Stanley and Rita Baysinger; and that Deputy Chief Aaron Mandel is attending a Leadership Training 4 day class. The Chief also reported that District training records of Volunteers have been changed to show those who have actual state certifications and those who have received the training but not yet certified.

Auxiliary Report-The Board thanked the Auxiliary and volunteers who helped the Charter school with their Pet Parade and with its Fire Starter Project. Joan Lepage reported that the both projects went well and that the Auxiliary will participate in the Guffey School Halloween program. The next Auxiliary meeting is scheduled for Nov. 16, a Chili Dinner is scheduled for Dec. 12 or 19 and that Jim Tubbs has volunteered as Santa.

4) Old Business:

Disposition of Excess Apparatus-Chief Stanley suggest that there are small fire Districts that could use a fire truck like our old #961 that we have been trying to sell with no success. The board authorized the Chief to locate a fire District in need of the truck and to donate to them.

Recharge Compressed air cylinders-Chief Stanley reported that the Hartsel District, which has the proper equipment, has agreed to recharge our compressed air cylinders at no charge.

Asset management Plan-the Districts 2010 Capital Improvement Plan was approved by unanimous vote of the Board. Sam Calanni will send a copy of the approved Plan to Greg Winkler of DOLA.

Status of Pulse/O2 Unit- the old unit will require a new \$150 battery. . Joan Lepage will determine the need for this old unit and procure a battery if needed.

Personnel Policy #20 Revisions-none needed as reported in the Chiefs report.

Copier Lease-Joan Lepage reported that a new copier couldn't be financially justified.

Secretary vacancy-Mary Curtis has volunteered for the position. She attended this meeting for familiarization.

7) **New Business:**

2010 Budget Recommendation-Anita Long, head of the Budget Committee presented the Committee's recommended budget for 2010. Committee members were Anita Long, Sam Calanni and Gene Stanley. Aaron Mandel attended the session for training purposes. The budget will be placed at the Guffey Library and at Station 1, prior to the Nov. meeting, for Public Review, and a legal notice placed in the Fume. The Budget will be discussed and public input accepted at the Nov. meeting.

Board Vacancy-Chairman reported that Jim Tubbs had resigned from the Board. A search will be undertaken for a replacement.

Repair of Unit 961 aux. Engine-The expenditure of approximately \$14,000 for the repair of this vital unit was ratified by the Board. Board Members had earlier approved this expenditure by phone.

Chiefs Contract-The Chiefs contract is on a calendar year cycle. Flip Boettcher and Anita Long agreed to coordinate to assure the new contract was in electronic form to allow timely renewal of the contract.

Drug Testing-Chief Stanley reported that a provider has been selected to perform the District Random Drug Tests. The Board will schedule the random tests for paid employees of the District.

Electronic Mail Policy-The District is in receipt of information that e-mails between Board Members are now considered a matter of public record and an Administrator of Electronic correspondence must be appointed. A resolution to this effect was also provided. The matter was tabled until the next meeting to allow Board Members time to study and better understand the new law.

Special District Workshop-A workshop on legal requirements for Special Districts will be held in Pueblo on Oct. 28. Chairman Calanni will try to attend.

8) **Public Input:**

Amy Mason, as a matter of public information discussed the framework of a community Organic Gardening Club being formed and the need for acreage for the garden with allowable irrigation.

9) **Adjourn:** The public meeting was adjourned at 8:52 and there were no issues requiring and Executive session.

Respectfully Submitted,
Amy Mason, Acting Secretary
Sam Calanni, Acting Secretary