

SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT

Minutes for July 11, 2013 Public Meeting

- 1) **Attendees and Visitors:** Board members present are Sam Calanni, Anita Long, Flip Boettcher, Harry Gintzer, Amy Mason and Roberta Smith Sec to the Board. Department members present are Chief Simpson, Gene Stanley, Larry LePage, Joan LePage, Jan Breslin, and Aaron Mandel. Auxiliary members present are Doug Schellenger and Kathy Mikesell. There were no visitors in attendance.
- 2) **Call to Order:** The meeting was called to order at 7:17PM by Chairman Calanni.
- 3) **Approval of Agenda for May 11, 2013:** Amy Mason motions to accept the Agenda as submitted and was seconded by Harry Gintzer. Vote is unanimous.
- 4) **Approval of Minutes from June 6, 2013 Meeting:** Harry Gintzer motioned to approve the amended minutes and Anita Long seconded the motion. (Add Rita Baysinger as an attendee to the Fallen Firefighter Memorial). Vote is unanimous.
- 5) **Directors, Chiefs and Committee Reports:**

Public Relations: Flip Boettcher sent in an article on the July 4th activities to the Flume and Bernie Nagy sent in some photos. The article and the photos will be combined. Flip took a photo of the Fallen Firefighter Memorial which will be a stand alone in the Flume. Anita Long gave a brief report on the upcoming Newsletter in Rita Baysinger's absence. Rita would like to publish the Fall Newsletter by September so she can go on vacation. Anita will draw from the hat an advertiser who has not been previously featured in the Newsletter. Anita will continue with solicitation attempts for advertisers from Canon City.

Regulatory Matters: The Audit Report must be submitted to the State Auditor no later than July 30th. Anita states the Audit Report has already been submitted in March, 2013. The changes including Mike Simpson on the Contact Form and on the Transparency Report have been completed. Therefore, we are up to date at this time. The Budget Items, Mill Levy, Certification, etc. are due between now and the end of the year. Anita states she will establish a Budget Committee which will meet sometime in August. The Budget Committee generally consists of the Fire Chief, the Chairman of the Board and the Treasurer.

Treasurers Report (see Report): Anita Long, Treasurer reported on the highlights of June, 2013. The beginning checking account balance on June 1st was \$7,793.95. There were six fairly large checks issued in June which had been previously discussed and approved at the June Board meeting. The ending checking account balance for June was \$9,163.63. At June 30th the Total General Fund was \$176,859.67 and the Capital Reserve Fund was \$5,387.68. YTD Income at the end of June was \$151,190 which is \$1,854 more than budgeted. YTD Expenses are \$81,557. which is \$34,713 less than budgeted. Therefore, Net Income is \$69,634. Capital Outlays are \$14,621 over Budget. Capital Outlay is \$12,121 over when adjusted by the \$2500 grant received. Expenses are over Budget in four categories and under budget in ten categories. Budgeting had been done for a full time Chief and a part-time Chief, however, we were not paying a full-time Chief salary for the first six months of the year. A discussion occurred regarding the cost of EMT Training, etc. An amended Budget will need to be done on the Capital Expenditures which will need to be completed by December. Anita has mailed out all the inclusion postcards and letters to the Realtors, Title Companies and Escrow Officers on 6/10/2013. There are 28 new inclusion properties pending to date which translates to an increase in tax income to SPCFPD of \$2,244 annually. Larry LePage's VISA card has been replaced by a new VISA card for Chief Simpson. All June quarter end payroll reports and checks have been completed and mailed to the appropriate state and federal agencies. SPCFPD tax revenue will be affected in 2014 by the decrease in property valuations in Park County. Anita will have more specific numbers on the reduced tax revenue later in the year. The Treasurer's Report was accepted as submitted.

Chief's Report (see Report): Report given by Chief Mike Simpson. States from June 1st through June 30th was a very busy month. There were a total of 21 calls for the month of June. Mike and Gene met with County officials in Fairplay on June 3rd and participated in the interview process for a new Emergency Manager for Park County. A building safety inspection was completed for the Nighthawk Ranch. There are three prospective new members to the Fire Department currently being processed. Gene and Rita were sent on federal assignments in New Mexico. Gene Stanley is back but Rita Baysinger remains out. Aaron Mandel submitted the application for the Grant to the State. The wildland radio along with the charger and accessories has been received. Unit 941 had a clutch and brake line replacement and is back at Station #3. Unit 952 was on the Royal Gorge Fire for two days and recalled for two simultaneous wild fires on Friday and Saturday. The Annual fire extinguisher inspection was completed on June 20th. Mike thanked all for the Meet and Greet Spaghetti Dinner on June 10th. Lights and Siren upgrade were completed on Unit 900. Upgrades to safety equipment to continue for all apparatus. Engine 952 was dispatched with three crew on June 24th to LaVita for the "East Peak" fire on the CO/NM border. They were subsequently sent to Grand Junction for stand by for a week. Dispatch time was 9 to 10 days. The crew consisted of Aaron Mandel, Kevin McNamara and Will Burkhart. Met with appropriate parties regarding radio communications based on the problems on the 966 fire. The County is stating that the Repeaters need to be serviced on a regular basis which is a work in progress. MED 91 compressor motor froze and blew a serpentine belt which has been replaced and the unit is back in service. MED 92 had a damaged headlight from impact from a deer and has been repaired and is back in service. MED 92 had two flat tires on two transports. There are two new tires including a spare tire. Chief Simpson stated the tires were purchased from the Wal Mart tire center which stayed open after business hours to accommodate the emergency repair. The Chief would like to send them a Certificate of Appreciation. Engine 952 was out of service for repairs which cost \$3070.21 and has been returned to service on July 11th. Aaron Mandel gave a report on the repairs required which essentially was a crack in the turbo. Gene Stanley announced that he is the new temporary Park County Emergency Manager. Gene Stanley will not be going out on wildfires. However, Gene will remain the Wildfire Coordinator for the District. Gene will continue through August 1st to continue in his current capacity. Chief Simpson will determine if and when a Deputy Chief will be needed. There are approximately 13 invoices which amounts to \$9000 to the Department for service income including the cost for the Engine.

Auxiliary Report: Report given by Doug Schellenger, Auxiliary President. The Spaghetti Dinner to welcome Chief Simpson was a great success. The attendance was good. The fire fighters on the Doe Valley Fire were fed by the Aux on Friday and Saturday. There are eight new Auxiliary members. The Aux received four sets of field glasses, two easy up tents, and six barbecue grills. The Silent Auction was a great success this year. The Ice Cream Social was good and the Pizza went well. The Aux donated to the Fire Department a Folding Ladder, an Amana Range and Oven, a Futon, a Hide-A-Bed and a Love Seat. Chris Downare volunteered to haul and auction off the remaining items at no charge and give all the proceeds to the SPCFPD. The Aux now has a FACEBOOK page which is called Guffey Fire Aux and to date has had over 1000 hits. The Memorial for Fallen Firefighters received assistance from some community children and Steve Erick owner of the Bull Moose placed small flags around the pole. Hawk Quest was a great success and will be back next year. A thank you will go out by email to the community for their support. Doug thanked Harry Gintzer for his role as the Chairman of this effort. The next Auxiliary meeting will be held in early August. Sam Calanni will personally thank the Auxiliary members for their volunteer help with the July 4th Activities.

6) Old Business:

Policy 060 Review: Policy 060 will remain in force as written. Policy 070 will be reviewed at the next meeting.

Billing for non-included property: Gene Stanley discussed the method that has been used in the past to place a lien on property for monies owed to the District for fire service. Three written notices will need to be sent a month apart. The second notice will include the intent to file a lien on the property if the debt is not paid. The third notice also includes the intent to file a lien on the property if the debt is

not paid. A lien on the property may then be placed through the County Clerk and Recorder's Office utilizing a standard form. Sam will check with the Assessor's Office regarding the appropriate procedure and form. The District will proceed with the pursuit of a lien on the property if the debt is not paid.

Donated Land Parcels: Sam Calanni sent a letter to Mr. and Mrs. Wolz regarding their intent to donate the six property lots along with a "Special Warranty Deed" which was prepared by the District's law office which requires their notarized signatures. Also, a letter of thanks and acknowledgement of their generous donation at the assessed value of \$20,800.

Status of 2013 unprocessed inclusions: The legal notice will be posted in the Flume September 20th for approval at the October 3rd Public Meeting. Any properties requesting inclusion after the October Public Meeting will be included in 2014.

7) New Business:

Approval of Expenditures exceeding \$500 (MED91/952: Two invoices requiring approval are as follows;

MED 91 \$1075.06 to Dirk's Truck and Repair for Air Compressor

ENG. 952 \$3070.21 to Faricy Ford for Turbo repair.

Amy Mason motioned to approve the payment of the two invoices. Flip Boettcher seconded the motion. No further discussion. Vote is unanimous.

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2014 Capital Asset Management Plan: This should be finalized by mid September. Please see the Approved Project List which included the purchase of the 12 Lead , Replaced Apparatus 962 with the UNIMOG, Retrofitting the Hummvee, Station 1 Storage Loft, and Purchase of a Wildfire Radio. These items were all completed in 2013. Chief Simpson to provide assessment of needs, assessment of repair needs for three fire stations, perform inventory of computer and radio equipment and perform a general inventory of tools for the Capital Asset Management Plan. Please see copy of 2014 Capital Asset Management Plan as submitted by Chairman Calanni.

Chief's Contract: The Chief's Contract to be modified by increasing the medical costs per year up to \$9000. Anita Long motions to modify the Chief's Contract by increasing the medical costs per year up to \$9000. The motion is seconded by Harry Gintzer. No further discussion. Vote is unanimous. Anita Long motions to reimburse Chief Simpsons COBRA cost of \$823.14. Amy Mason seconds the motion. No further discussion. Vote is unanimous.

8) Public Input:

The 4H Dogs will be shown at the Park County Fair on Sunday July 21st at 1:00PM.

Aaron Mandel requesting a smart phone on Engine 952.

Joan and Larry LePage are formally retired. The Board thanked them for their service.

9) Adjourn: The meeting is adjourned at 8:37PM by Chairman Calanni.

10) Executive Session regarding Personnel Issues: Jan Breslin, Joan LePage, Larry LePage and Aaron Mandel are attendees. Mike Simpson to subsequently attend.

Respectfully Submitted by Roberta Smith, Secretary to the Board

