

SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT

Minutes for October 3, 2013 Public Meeting

- 1) **Attendees:** Board members present are Sam Calanni, Anita Long, Amy Mason, Flip Boettcher and Secretary to the Board Roberta Smith. Harry Gintzer is on an excused absence. Department members present are Chief Mike Simpson, Mike Parrish and Aaron Mandel. Auxiliary President Doug Schellenger is present.
- 2) **Call to Order:** The meeting is called to order by Chairman Calanni at 7:15PM.
- 3) **Approval of Agenda:** Amy Mason motions that the Treasurer's Report, Budget Discussion, Organization Discussion, Review of Financial Control Policy #110, and Review of Changes to By Laws be moved up in the October 3rd Meeting Agenda as well as an Executive Session be held after the public meeting to discuss Aaron Mandel's proposal to the Board. Anita Long seconds the motion. The vote is unanimous.
- 4) **Approval of Minutes from Sept 5 Public Meeting and Sept. 19 Special meeting:** Anita Long motions to accept the Minutes from the September 5th Public Meeting and Flip Boettcher seconds the motion. Vote is unanimous. Amy Mason motions to accept the Minutes from the September 19th Public Meeting and Flip Boettcher seconds the motion. Vote is unanimous.
- 5) **Directors, Chiefs and Committee Report:**

Treasurer's Report (see report): Anita Long, Treasurer presented the financial highlights for the month of September 2013. The opening checking balance on September 1st was \$18,808.62. One check for Newsletter ad for \$30 was received. Three checks were received from Colorado Department of Public Safety (CO DPS) totaling \$20,640.54 from which five checks were issued totaling \$19,170.40. Net Service Income for September to the Department before Workmen's Compensation Insurance is \$1,470.14 with actual net after W/C insurance is \$380.68. A check for \$246 was paid to Aaron Mandel for Wildfire administrative billing. \$2000 was paid to Chief Simpson for moving expense. A check to Insurance Associates of Estes for \$100 was issued for annual bond renewal for five Board of Director's Bonds. A check for \$1,280.09 was issued to Park County for vehicle fuel. Three checks were issued to State and Federal agencies for quarter-end payroll tax obligations. Ending checking balance at the end of September was \$8,425. Total General Fund at September 30th was \$184,772.23. Capital Reserve Fund balance is \$7,278.88. Treasurer's report is accepted as submitted.

Budget Discussion: Anita Long, Treasurer submitted the Proposed 2014 Budget to the Board. The Proposed 2014 Budget single page will be placed in a binder along with instructions regarding the formal public budget hearing at the November 7th Public Board Meeting. This packet will be placed at Station #1 and the Guffey Library as well as posted on the District web site. Sam Calanni will post the legal notice in the Flume at least two weeks prior to the November 7th Public Meeting.

Review Financial Control Policy #110: In order that the Board may review this policy Chairman Calanni recommends that this item be tabled until the November 7th Public Meeting.

Review Changes to the By Laws: Changes made to the By Laws are as follows; On page 1 under Article III GOVERNING BOARD second paragraph and fourth sentence shall be changed to read "waive the compensation allowed in Section 32-1-902 .(3) (a) (I) and (II)". On page 2 starting on sentence two "Board members may be reimbursed for actual expenditures when engaged in District related activities; however, expenditures over \$50 must be approved by the Board prior to such expenditures) and all such reimbursements" . On page 2 under DEFINITION OF DUTIES OF BOARD MEMBERS Paragraph C. Sentence 6 "and shall work on the annual budget". On page 3 under DISTRICT CHIEF paragraph 1 and sentence 4 "relating to the Board and the District and shall

attend Board meetings;” On page 3 under MEETINGS item B. sentence 2 “held for purposes for other qualifying matters as specified in C.R.S. 24-6-402”. Flip Boettcher motioned to accept the changes to the By Laws as discussed and Amy Mason seconded the motion. No further discussion followed. Vote is unanimous. Chairman Calanni called to attention the BOARD MEMBER CONDUCT on page 3 and asked the Board members to review and reflect upon this section.

Public Relations: Anita Long reports that the Newsletter will be delayed but should be published by mid-November. Rita Baysinger’s schedule is quite busy at this time. Anita states that the Newsletter for the year should come in at no cost to the District. Articles by the Department and Board members are being requested due to Rita’s tight schedule.

Regulatory Matters: The Proposed 2014 Budget has been officially presented to the Board at the October 3rd Public Board Meeting. The Proposed 2014 Budget will be posted at Station #1, Guffey Library and the District web site. Additionally, a legal notice will be published in the Flume newspaper. The public meeting on the Proposed 2014 Budget will be held at the November 7th Public Board Meeting. The Public Meeting on the inclusions will be held tonight. The legal notice regarding the inclusions has been properly posted in the Flume newspaper.

Chief’s Report (see report): Report given by Chief Simpson. Two front tires were replaced on Tender 982 at a cost of \$974.64. Additionally two front emergency flashers were replaced on 982 at a cost of \$49.99. One tire was replaced on 940 (state truck) at a cost of \$175.09 which should be a reimbursable expense by the State. PEP Point orders were submitted for Aaron Mandel, Sadie Kubick and Jim Ivey. The District received a donation of a BizHub office printer from the Guffey School which prints color very well. A Thank You letter was sent to the school. Chief attended the ES Council meeting in Fairplay on September 24th and submitted road sign requested for District #9 to Road and Bridge. Chief Simpson discussed the difficulty in finding the correct address with poor or no address signage. Another article for the Newsletter regarding the very visible address signs available from the Auxiliary may be in order at this time. Chief Simpson also attended an “Accountability” meeting/presentation at the EOC after the ES Meeting. The Accountability meeting was primarily regarding a new system for badges for the Sheriff’s Department. On September 24th there was an Officers meeting and a training schedule was set for the 4th quarter. Jan Breslin has been appointed the Medical Director and will be the liaison with Dr. Ross, QA and Jeff Force. She will be working with Jeff Force to determine CEU’s and potential methods for “make up” hours for Aaron, Jan and Chief. On September 30th Mike Parrish and the Chief inspected a truck at the Denver Fire Station maintenance shop. The truck is a 1993 Pierce Arrow urban interface initial attack Type 1 Engine. The Engine has an 892 Diesel Turbo motor and four wheel drive. The Engine is an in station active engine. The Department will be provided a disk with all the maintenance history. This Engine would replace the 963. The 963 with full disclosure could be donated to Royal Gorge. If this truck were to go out to bid opening bid could start at \$10k to \$15K but if a government to government direct sale could go for as little as \$5K to \$8K. Chief Simpson will compose a letter for direct sale which will be co signed by Chairman Calanni and sent to Denver Fire. The Medical Reports have been input up to the last two runs into the local computer but there are problems exporting the files to the State. Jan is working on an appointment with QA from Dr. Ross’s office. Currently working with Marlinda from the State on input of fire reports to INFIRS as the reports are not being exported properly as there have been system changes. Anita Long requested a password and copies of correspondence to be able to help troubleshoot the problem. Wildland Report given by Aaron Mandel. The Department has received two checks for the Fairfield and Oxcart fires and paid out for the cooperatives on those fires. The flood invoices are going through the Department of the Emergency Management. We may not be paid for two responders who dispatched without resource orders. Aaron will send out an email to all cooperators with a cc: to Brenda and Janelle at the State explaining that billings will not be submitted unless paperwork has been done correctly. If any cooperator responds without resource orders they will be going as a volunteer. Aaron reports he has updated the computer system with all wildland incidents updated. Aaron will be sending an email to Brenda at State to invite her to spend some time going through the system and audit if applicable in order to go forward with a clean slate.

Auxiliary Report: Aux report given by Doug Schellenger. The owners of Grammy's Market have donated a 1970 Winnebago RV to the Aux. The RV does not run. The Aux will use the generator and possibly other parts they may have a use for. Chief Simpson states the interior is in good enough shape to be inside shelter for smokers in inclement weather. Also, the RV could be used as a bunk room in good weather. Doug is suggesting that Grammy's Market be given 1 free advertisement in a Newsletter. There will be a chili dinner on Monday night Oct. 7th at Station #1 from 5PM to 8PM. Mike Brandt will keep the newly donated copier/printer maintained. Doug will make an announcement regarding address signs. Doug wished Chief Simpson a happy birthday coming up on October 11th.

6) New Business:

Public Hearing on Inclusions: Public Meeting for Inclusions called to order at 8:32PM by Chairman Calanni. The notice for the Public Meeting was properly posted in the Flume on September 27th. The Chairman has not received any written objections to the inclusion of the 36 properties into the Fire District. Since there are no objections to the inclusion of these properties the Public Meeting was adjourned at 8:34PM by Chairman Calanni.

Resolution to add properties: Anita Long motions to adopt an Inclusion Resolution to include the 36 listed properties within the boundaries of the Southern Park County Fire Protection District. The motion is seconded by Flip Boettcher. No Further discussion. The vote is unanimous. The 36 properties are considered included in the District. Anita Long reports from January 2011 to October 2013 238 new properties have been included into the District.

Medical Response misinformation discussion: Due to the fact that the Department has lost three EMT's our response has been diminished. However, we still have two ambulances which are both licensed through the County to run Basic Life Support. There is a County resolution regarding licensing of county emergency services which contains an inspection requirement for equipment and medications that must be included on an ambulance which Chairman Calanni states we are in compliance with. We must operate under a physician's jurisdiction with a memo of understanding with Dr. Ross's group. EMT's and First Responders come under the jurisdiction of Dr. Ross's group which is Front Range Emergency Specialists, PC. Additionally, we have a Physician Advisory Mutual Intergovernmental Agreement which is reported to DOLA annually within which Dr. Ross's latest instructions that we operate as Basic Life Support and that we are to call in ALS service for ALS calls if available to do a total transport or if we do partial transport we must hand off to ALS if available as per Chairman Calanni. An ambulance driver does not have to be an EMT but must have a valid CO license. An EMT Basic must be present in the back of the ambulance or on site at the incident to meet the ambulance. A suggestion was made that an article be written to be published in the Newsletter to inform the community of the Medical Response Status of our District.

Meeting recessed at 9:10PM. Meeting back in session at 9:25PM.

Chairman Calanni states there was discussion at the County level whereby some Fire Districts were asking the County Commissioners if there was a possibility for a mil levy on a sales tax increase to generate more revenue to make up for the reduction in taxes due to the lowering of assessed property values. Chairman Calanni states he would not be in favor of that proposition but thinks the affected Fire Districts should increase their own mil levies. SPCFPD's mil levy is 7.846 mils per \$1000 of assessed property values. He states the mil levy has been 7.846 mils for 13 years consistently. The mil levy for our District for two years prior to that was 8.4 mils. Therefore, there has been an actual reduction in mil levy in our District. Chairman Calanni states as a Board we have no intention to ask for an increase in the mil levy at this time. SPCFPD works hard through costs comparisons, contacts, service income from wildland fires, increased property inclusions and through grants to keep within budget.

7) Public Input: Chief Simpson and Mike Parrish will be conducting a Home Fire Safety Training and Preparedness class on Monday, October 14th at 5PM at the Guffey Community School. Anita Long

suggested that the Auxiliary might go to properties with poorly visible addresses and show samples of the very visible signs made by the Aux. and explain the consequences of the Fire Department not being able to find the correct address. Doug Schellenger has plans to attend various community functions to promote the address signs.

- 9) **Adjourn:** The meeting was adjourned at 9:39PM by Chairman Calanni.
- 10) **Executive Session:** The Board will go into Executive Session with Aaron Mandel to discuss personnel issues.

Respectfully submitted by Roberta Smith, Secretary to the Board