



DIVIDE FIRE PROTECTION DISTRICT

Board of Directors Meeting

Shoemaker Fire Station, 103 Cedar Mountain Road (Mail: PO Box 941), Divide Colorado, 80814

April 9th, 2019, 6:00 p.m.

MINUTES OF THE REGULAR MEETING

1. Call to Order

President Christensen called to order the regular meeting of the Board of Directors of the Divide Fire Protection District (DFPD) at 6:00 p.m.

Attendance

Board members present:

Tiffany Christensen - President
Candy Shoemaker – Vice President
Allison Mosser – Treasurer
Barry Pleshek – Secretary
Josh Weatherill – Director

2. Review and Approve Agenda

The Notice has been properly posted with a copy of the Notice of Regular Meeting and a copy of the Agenda. Motion by Member Shoemaker to approve the agenda. Second by Member Christensen. The motion passed unanimously.

3. Review, Approve, and Sign Minutes of Prior Meeting

Motion by Member Christensen to approve the minutes of the previous board meeting. Second by Member Pleshek. The motion passed unanimously.

4. Public Comment – Guest – Don Angell – Emergency Management Director for Teller County. Current need in the area for Task 3 personnel. Hazard mitigation plan was addressed. Chief asked about the commitment requested by departments for in-kind services. A Letter of Participation and Funds Commitment was requested. A hazard mitigation planning grant has been applied for from FEMA for a 75/25 grant by Teller County. There could be hazard mitigation funds available for reimbursement of costs if we participate. The commitment is \$1,300 worth of time @ \$25.63/hour. Motion to move forward with the Plan was made by Member Shoemaker. Member Mosser recommended we do the in-kind participation as opposed to the cash payment. Member Mosser seconded the motion. The motion passed unanimously. Member Christensen will sign the document and provide to Mr. Angell.

5. Financial Matters

A. Financial Reports – see attached.

B. Exhaust repair begins this week and payments will be being made. Also paying last payment this month on Tender 5 for \$32,902.92.

C. Purchase Orders – none.

D. There is a coding change required for batteries (Code 5510 includes \$99.95 for batteries that should have been coded to 5535). Tim will work with Diana to correct the amount.

Motion by Member Pleshek to approve the financials. Second by Director Weatherill. The motion passed unanimously.

6. Chief's Report – Attached. Call activity was 34, for a potential record year.

7. Administrator Report – attached. Budget savings have come to about \$575 in the office supplies category. It was recommended that a printer be purchased with the savings. Tim would like to use Zack from PC Touchup to get the printer. Member Christensen seconded that Zack be a part. Member Mosser recommended that it wait until Diana returns, and get something that prints, copies and scans and has Wi-Fi capability.

8. Old Business

A. Financial Policies – Member Mosser found the resolution of the service plan from June 24, 1999 in the county's records. The issue is that the attachment was not included in the file. She called DOLA to see if the resolution is sufficient to be able to affect the modification to the Plan.

B. Station Security - Member Mosser spoke with Michelle. No sound recording will occur until postings are made. Michelle is going to do additional research on case law. There is no signed statement requirement. We will be given a policy template from an ambulance service. An item that we don't have, is a Colorado Open Records Act (CORA) policy statement, and we need to have that in place. More legal fees will be required as this process moves forward. There will also be additional costs for implementing the audio portion of the system.

C. Brush Truck – Discussed the potential for the \$17,100 lift on the vehicle. There is still no documentation that confirms that the warranty will still be in effect with the lift. Waiting for the documentation. Member Mosser brought up that Park State Bank does not broker vehicle funding. It is probable that Vectra will be our financier again with a lease/purchase agreement.

D. Full Time Firefighter/ Chief Position – The timeline for a potential add of this type would probably be 2022. Contacting departments that successfully and unsuccessfully made the transition from volunteer to paid is equally valuable. Tabled until more research is completed.

9. New Business

A. Insurance on Drone – Member Pleshek will request an update on the drone insurance quote that was submitted. He had expected that Diana would already have the coverage documents. Insurance will need to cover the drone itself in addition to liability.

10. Executive Session – Not needed.

11. Adjournment

Motion by Director Mosser to adjourn the meeting. Second by Director Pleshek. The motion passed unanimously. The meeting was adjourned at 7:59 p.m. The next regular meeting will take place on Tuesday, May14th, 2019, at 6:00 p.m.

APPROVAL

We attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Divide Fire Protection District, are a true and accurate record of the meeting held on the date stated above.

Name and Title

____/____/____
Date

Name and Title

____/____/____
Date