

**FORT LEWIS MESA FIRE PROTECTION DISTRICT  
BOARD of DIRECTORS' MEETING MINUTES  
December 11, 2018**

**Attendance:**

Directors:	Paul Richardson	Others:	John Lee (Fire Chief)
	Brent Van Den Berg		Jeannine Glasby (District Admin. Asst.)
	Ginny DeJong		
	Ted Stahl (arrived later)	Excused:	Debbie Lee

Ginny called the meeting to order at 6:32 p.m.

**Minutes:** Minutes for November 13, 2018 were reviewed. Brent ***moved*** to accept the minutes. Paul ***seconded***. ***Approved***.

**Treasurer's Report and Financial Matters:**

- November review and check signing. Brent ***moved*** to accept, Paul ***seconded***. Report ***approved*** with a request that the reports expand one more level. Also, clarification on what prompts depreciation of assets on the reports.
- Paul suggested looking into possible alternatives for bulk fuel delivery and Ted would call Gasco for price on propane.

**Public Comment/Correspondence**

**Office Manager Report-Out:**

- Todd Beckstead Letter of Engagement was signed for Y/E 2018 Audit Exemption Application preparation.
- Asst. Chief Thorsheim letter of appreciation to Board was read.
- CSD Property & Liability Water and Sewage Backup coverage Opt-Out form was signed by Paul.
- Jeannine looked for better rates for FLMFPD Newsletter mailings. Found we would have to have bigger volume of mailings to get a decrease in present cost.
- Discretion was left for the Chief to use in utilizing the Ford Expedition that was donated. The Chief said it would not be used in emergency response; Possibly training transportation.

**Fire Chief Report-Out:**

Chief's report is attached; highlights are below:

- Chief expressed his thought that the climate was not right for an Impact Fee Study at this time.

- Chief expressed appreciation for the funding approval for Reserve Status volunteers.
- Roster was reviewed
- Pay Per Call Checks went out-great response from volunteers.
- ImageTrend reflects 218 calls to date.
- Repaired compressor critical & being utilized.
- Looking forward to Station 1 expansion.
- Road base to water storage tanks and weatherproofing ongoing.
- Snow plows mounted in expectation of snowfall.
- The pump on E71(024) was rebuilt at a cost of approx. 5K.
- Grant application for new medic opens on 15 Dec. possible for 2020. Also, a grant for gurneys, medical lift, and EKG units. Looking for 90/10 cost share.
- Pads in & level @ station 6(future site) for storage tanks.
- Several training opportunities are coming up and being attended.
- Yearly training planning meeting will be on 13 Dec.
- Volunteers looking forward to delivering for Project Merry Christmas 22 Dec.
- Chief will be speaking at Leadership La Plata County on 14 Dec. in Breen.

#### **Budget Hearing:**

The District and Pension budgets were presented to the Board and finalized and adopted, reflecting the Mill Levy increase. Also, money was allocated to fund a course on mental health awareness for the community, funds budgeted for Station 1 expansion, and Station 6.

- Request to apply for grants of \$110,000, with cost share of \$11,000.
- Finalized 2019 expenditure is: \$718,524.
- The Paul **moved** that \$42,000 from Committed Funds be moved to the checking account, which was **seconded** by Ted. Motion **approved**
- Resolution 2018-1201: Resolution to Adopt 2019 Budget. Paul **motioned** to adopt. Ted **seconded**. Resolution was **adopted**.
- Resolution 2018-1202: Resolution to Adopt 2019 Pension. Brent **motioned** to adopt. Paul **seconded**. Resolution was **adopted**.
- Resolution 2018-1203: Resolution to Set Mill Levies, was **passed** by a **motion** from Paul, and a **second** by Brent. Resolution **adopted**.
- Resolution 2018-1204: Resolution to Appropriate Sums of Money, was **passed** by a **motion** from Brent and a **second** from Ted. Resolution **adopted**.

#### **Old Business: Action Item List:**

- Action Items reviewed.
- The decision was made to not engage RPI for the Impact Fee Study. Maybe at some future date.

- Resolution 2018-1101: Hazard Mitigation Plan, will be discussed at next Board Meeting.

**New Business:**

- Paul said he would donate digging and putting in a sleeve for the water line tap at the south end of the building at Station 1.
- A letter of Introduction to Ute Mountain Utes will be drafted regarding the location of tanks on land of future site of Station 6.
- The District Compliance Calendar was reviewed.

Meeting to adjourn, Brent **motioned**; Ginny **seconded**. Adjourned @ 9:35.

Respectfully submitted,

A handwritten signature in blue ink that reads "Jeannine Glasby". The signature is written in a cursive, flowing style.

Jeannine Glasby  
Secretary to the Board  
Fort Lewis Mesa Fire Protection District

# Fort Lewis Mesa Fire Protection District

## Executive Summary

BOARD OF DIRECTORS MEETING

11 DECEMBER 2018



# General

- ▶ Impact fee – Gabe RPI ?
- ▶ Reserve status or scheduled responders, We are so thin on coverage, that I believe we need to fund a program for paid-on-call shifts. Keeping volunteers to under 20% of what a full FF is paid, which keeps them volunteers. Thank you for funding!

# Personnel

Volunteer Strength: 26 responders on the roster,  
23 responding: rolling quarter  
7 responders, largest call in NOV

Pay-per-call ready for checks, sent

0 applications handed out, 0 interview complete  
0 ready for board approval

218 calls year to date, (review handout from Image Trend)



# Equipment, Vehicles and Stations

## Station 3

- Compressor completed: all bottles filled, BFF
- Propane tank moved for water hydrant access

## Station 1

- 2 bay addition and east bay re-configure, bathroom reconfigure, responder safety conditions
- Security system in place
- Water tank drive started, 1 tank replace valve

## Fire Dept.

- Snowplow mounted
- Pump on Engine 71 replaced parts and rebuilt, \$5K
- Grant for new MEDIC unit with cost share, 2019/2020
- Grants for new MEDIC gurneys, lifts and EKG units in our target 90/10 or 80/20 cost share
- Pads for Station 6 water tanks made. (Ute letter of intro)



# Training

## Conducted

Thursday Evenings and Station Saturdays

EMT course : 3 attending, started 23 Oct, ends Mar 2019

## Forecasted

Emergency Vehicle Operators Training (EVOC)

Firefighter I with DFRA ( January ) - 2 slots, 1 firefighter in (Little)

Colo Wildland acdy Colo Springs 07-12 January - 2 firefighters 2 courses each

Chief Officer Training : 25-31 January 2019

4 Corners Wildland acdy AZTEC 20-27 March - 4 seats in each of 7 classes

HAZMAT awareness level course ( Spring ) / Firefighter I and II with Cortez ( Spring )



# Upcoming Events

- ▶ Yearly training plan coordination 13 Dec, Finalized 20 Dec
- ▶ Project Merry Christmas delivery 22 Dec
- ▶ Leadership La Plata – De-Gallagher and MIL-Levy 14 Dec, Breen