

**FORT LEWIS MESA FIRE PROTECTION DISTRICT
BOARD of DIRECTORS' MEETING MINUTES
July 14, 2020**

Attendance:

Directors: Debbie Lee	Others: Chief John Lee
Paul Richardson	Jeannine Glasby (District Admin Assist.)
Ginny DeJong	Absent: Ted Stahl (excused)
	Brent Van Den Berg (excused)

Debbie Lee called the meeting to order at 7:00 p.m.

All stood for the Pledge of Allegiance

Minutes: Minutes for June 9, 2020 meeting were reviewed. Ginny *moved* to accept the minutes; Paul *seconded the motion; Motion passed.*

Treasurer's Report and Financial Matters: June's financial reports were reviewed and discussed by the Board. It was said that Jeannine would have Ginny replace Brent on the bank statements along with printing them for Ginny, for her oversight of accounts as Treasurer. Long Term Severity Income and Expense were discussed. It was **motioned** by Paul and **seconded** by Ginny; **motion passed**, to give Travis Bonus pay for his response to LTS. He was signed off as Engine Boss, a first for the District. He is now able to sign off other Responders to Engine Boss, which will expand our response capability. It was recognized that Travis went above and beyond the call of duty. Also, Paul relayed that Gasco Propane supplier out of New Mexico had offered lower prices on propane for the Stations. Jeannine will communicate with Gasco and compare/communicate with Basin Coop for prices.

Public Comment/Correspondence

- Donna Rea donated \$50 to the District and expressed appreciation.
- Vectra Bank, represented by Michael Minga, delivered a \$200 gift card to Home Depot for the purchase of responder support supplies. Mr. Minga, along with 3 other colleagues donated snack and hydration supplies, also. The Board signed donation and appreciation letters for them. It was asked to be actioned that the District send a picture with a truck and volunteers to Vectra Bank.

Office Managers Report: Discussion of a letter from the law firm representing the family of a person in an accident prompted the clarification of the roles of Chief, District Administration, and Board. Debbie reminded that Chief/Admin Assist are service responders. The District Admin. deals with the public, legalities, record keeping, etc. The Board is to approve any contracts, such as the one proposed to contract for possible EMS support for a Labor Day event in the area, that is seeking a permit from the County Board of Commissioners. Jeannine was asked to write a very apologetic apology to the law firm referenced previously. The Board will proof the letter before it is sent.

- Jeannine apprised the Board of the Equal Pay Act effective 1/1/21. The compliance requirements will be met in the District.
- The Audit Exemption Application was accepted.
- The DOLA- CVRF Grant was acknowledged to have been received by SDA and is under review.

Chief Officer Report:

- Chief reported 26 responded in the rolling quarter; 28 calls; 12 people on largest call; 5 calls in one day.
- D. Wayman and B. Little turned in equipment. The Chief conveyed that the door was open to them in the future.
- Chief reported on the many fires responded to in a months' time. The largest being the East Canyon Fire which burned 2900 acres. Chief led structure protection with mutual aid partners as it moved incorporating BLM territory. Homes and a tower were saved. Chief said there was a lot learned, much training and experience gained. Scheduled Shift gave great support. The Auxiliary was not only appreciated for the providing of food to firefighters of our District, but others benefited as well. There was positive response from the community for District efforts. Fort Lewis Mesa is patrolling for hotspots daily, which volunteers have signed up to do. Chief expressed his pride and appreciation for the responders of FLMFPD.
- Chief reported Jeannine researched and helped arrange for "reverse 911" to be linked on the website.

Chief was toned to a call at 19:24. He returned later.

- Chief discussed a request for EMS coverage on Labor Day weekend Harley Davidson Rally on CR 120, pending approval from the Board of County Commissioners. He agreed to send a copy of the Contract draft that had been written up to the Board for their actioning. Also was discussed that

keeping the records of Grants/Applications was in Jeannine's realm of responsibility. Chief will send Grant records to her for District files.

Old Business:

- **Action Item List:** The action item list was reviewed. Item 324 will involve David Lee retrieving the water heater from Paul when he calls David. Items 349 and 350 were created.
- Debbie and Chief had an impromptu meeting with Shane regarding Station 1 expansion on July 6. He told them he was working on getting bids. Also, trying to bring the cost down on materials. Home Depot agreed to donate doors and windows. He said the west bay would need to be cleared for the roof to come off. He discussed the boiler system he was researching to take in the heated apron in front of the truck bay. Paul suggested installing the plumbing for it in the slab for future hooking up but holding off on connecting it until the funds were there, if needed. Shane had also discussed modifying to accommodate the 6 in. (not 8 in.) footers. It was decided that high speed door openers are not needed. Other aspects were discussed as well from concrete to paint. FLMFPD will pull all permits as an entity. Ginny will ask Anne DeJong to incorporate colored elevations into the plans for GC reference. Shane wants wet room detail. Shane will communicate with Jeannine for all needed information from her end. Possibly start digging this weekend.

Executive Session: None

Meeting was adjourned at 9:53 p.m.



Respectfully submitted,

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