

**FORT LEWIS MESA FIRE PROTECTION DISTRICT  
BOARD of DIRECTORS' MEETING MINUTES  
December 8, 2020**

**Attendance:**

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

Debbie called the meeting to order at 6:35 p.m.  
All Stood for the Pledge of Allegiance

**Minutes:** Minutes for November 10, 2020 were reviewed. Debbie *moved* to accept the minutes. Brent *seconded*. *Approved*.

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

- November review and check signing. Debbie *moved* to accept; Brent *seconded*. Report *approved*. Debbie directed the \$4,000 Walmart Grant be transferred to the Money Market account.

**Public Comment/Correspondence:** None

**Office Manager Report-Out:**

- The Board *approved* Certification of Mill Levies (DLG70).
- Jeannine reported the final amount paid for Station 1 LPWWA Subscription-\$7,000.
- The CVRF Reserve Grant is in the process of requesting the approved funds.

**Fire Chief Report-Out:**

- 5 FF graduated Rural FF.
- Chief expressed appreciation for the funding support for volunteers.
- The Chief said that the Banquet was good for Volunteer/Auxiliary recognition of importance.
- 31 Responders on the roster; 10 EMT's (1-test, 1-retest, 1-coming up to take the class.)
- Christian Waelder turned in gear and was told the door was open anytime, by the Chief. The Board acknowledged the Chief's need to hold the standard of activity by the volunteers on some level, for them to continue on the roster. The Chief would be needing to collect gear from an inactive volunteer.
- Station 3 carpet quote is on the way. Chief thanked Brent for the referral.
- Travis is ready to test for the CO Firefighting Instructor I Academy he attended.
- Training is ongoing in the District.

**Old Business: Action Item List:**

- Action Items reviewed.
- Item 349 marked completed
- Station 1 Expansion will be having a partial inspection for Framing and Electrical, Weds or Thurs. The electricians have more than met the requirements. Brent suggested getting a bid from Bill Bates for drywall. He also suggested going to Northern Tools or Grainger for an air compressor hose assembly for in wall installation in the bays. Jeannine's (District) office will be moving to Station 3 for a few weeks to accommodate construction, in the near future.

**New Business:**

- The Chief asked the Board for consideration on allocating funds from the CVRF Grant for Personnel and added responsibilities. Debbie said the funds will go into the Committed Funds for the upcoming year.
- The Board selected the time and place for a Strategic Plan Work Session to be 10 am on Jan 17<sup>th</sup> at Debbie's house.
- Jeannine's revision of the Personnel Policy to reflect items to clarify compliance with the Equal Pay Act going into effect 1/1/21, was **approved** by the Board.

**Budget Hearing:**

The District and Pension budgets were presented to the Board and finalized and adopted. Funds budgeted for Station 1 Expansion, Grants, and slight increase in Payroll.

- Finalized 2021 expenditure is: \$749,512.
- Resolution 2020-1201: Resolution to Adopt 2021 Budget. Resolution was **adopted**.
- Resolution 2020-1202: Resolution to Adopt 2021 Pension. Resolution was **adopted**.
- Resolution 2020-1203: Resolution to Set Mill Levies. Resolution was **adopted**.
- Resolution 2020-1204: Resolution to Appropriate Sums of Money. Resolution was **adopted**.

**Employee Review:** Chief shared his review of Travis Schmitt, Ben Thorsheim, and Luke Reitz with the Board.

**Executive Session:** Chief refused Executive Session. Debbie recused herself. Ted and Brent carried out an Employee review of Chief John Lee. Jeannine refused Executive Session. Debbie, Ted, and Brent carried out her Employee review. In all cases the Board shared their thoughts and expectations regarding strengths and areas needing improvement of each employee, which were written, and a copy given for the employee's review & file.

Meeting Adjourned at 9:15.

Respectfully submitted,



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