

SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT

Meeting Minutes for Feb. 2, 2012 Public Meeting

- 1) **Introduction of Guests:** Ron Melvin, an ex Board Member, was introduced.
- 2) **Call to Order:** Meeting called to order by Chairman Calanni at 7:07PM.
- 3) **Attendees:** Board Members Sam Calanni, Anita Long, Amy Mason and Flip Boettcher. Harry Gintzer granted an excused absence. Also present were Board Secretary Roberta Smith, Chief Gene Stanley, Deputy Chief Don Felton, Aux. Members Dave Tilton, Doug Schellinger, and Barbra Felton. Volunteers Donavon Johnson, Kathy Mikesell and DEO Mary Ann Melvin.
- 4) **Approval of Agenda:** Anita Long motioned and Flip Boettcher seconded to approve the Agenda as submitted. Vote is unanimous.
- 5) **Approval of Jan. Meeting Minutes:** Amy Mason motioned and Flip Boettcher seconded to approve the Jan Meeting Minutes as submitted. Vote is unanimous.
- 6) **Designated Election Official Report (as recommended by DOLA):** Mary Ann Melvin gave a detailed report on the requirements for Biennial election in May 2012. Sam Calanni and Flip Boettcher's 4 year terms are up May 8, 2012. Nominations will be accepted from Feb.8 through March 2nd with final deadline of March 5th. All nominees must be Members of the Fire District and a registered voter. Incumbents must also self-nominate. Self-Nomination Forms may be requested via email to the DEO or downloaded from the SPCFPD Web page. Call for nominations will be posted at the Post Office, the Guffey Library, the Districts' web page and the three District Fire Stations. Call for nomination will also be timely published in the legal notice section of the Flume. If nominees are not planning to spend more than \$20 on their campaign then they do not need to file financial reports. Write Ins must be notarized and witnessed. If there are no more nominations than positions available, the DEO is authorized to cancel the election.

Resolution to appoint Mary Ann Melvin as DEO: Although the Board had taken action, at its Jan. 5, 2012 Meeting, to name Mary Ann Melvin as the Designated Election Official, it was believed prudent to use the Resolution provided by DOLA which not only appointed her as DEO, but, also authorized her to cancel the election under certain conditions. Amy Mason motioned and Anita Long seconded to approve the DOLA provided Resolution. Vote passed unanimously.

Resolution to hold Biennial election for two Directors: Flip Boettcher motioned and Amy Mason seconded to hold Biennial Election for two Directors. Vote passed unanimously.

Cost of Voter Lists: The cost is under \$40.

7) **Directors and Chief Reports:**

Treasurers Report: (reports included) Ending balance on Jan. 31, 2012 is > \$2000. Received a check from CSFS \$7,142.23 for 2011 Duckett fire in Westcliffe, CO. Net to District is \$587.98. Approved \$1500. for four new tires for Tender #982. Flip Boettcher motioned and Amy Mason seconded to ratify two payments exceeding \$500. The first for \$595. to Crown Point for the survey of the Station 2 land and the second for \$527 for legal fees for Station #2 land condemnation. Motion passed unanimously.

Public Relations: Brief discussion regarding featuring our advertisers in Newsletter. Suggestion to pull names from hat was approved.

Regulatory matters: None

Chiefs Report: (report attached)

Medical Runs in Jan. were 2 and Fire Runs were 4.

New Model Radios Purchased: Chief Stanley purchased 3 TK2360 Radios for field testing. The current radio the Chief is using he received 16 years ago. This is a TK280 which the Chief found on the Internet for as low as \$180. This model, however, is obsolete and is no longer supported by Kenwood for repairs. The TK2360 can be programmed for 16 Channels and should be adequate for the Fire District needs. The three TK2360 Radios were purchased for \$269.50 each. If the radios meet our Dept standards then the Chief plans to replace radios this year. Chief Stanley inquires if he is limited

to the purchase of a set number of radios or \$7000. The response to the Chief is that he is limited to the Budgeted amount. To run field tests KNS has programmed the three radios. If the field tests are successful Gene will need a programming cable for \$111 and a program for \$72.50 for the additional radios. Gene plans to donate the old Radios to the Royal Gorge Fire Brigade.

Wildland Fire Contract review/approval: Chairman Calanni clarifies that volunteers will become contract 1099 employees. SPCFPD must maintain Workmen's Compensation under Pinnacol as long as they reside in Colorado and are on the SPCFPD Roster. There is an issue regarding Tim Paupore.

C.S.F.S./US.F.S. Meeting concerning engine dispatches and E.F.F./W.E.R.F. policies/costs: There is a change in the Dispatch Procedures which the CO Fire Chiefs support. E.F.F. –Emergency Fire Fund/Slush FUND which Colorado will put into effect if there is a large fire and the Fire Marshall is involved. Monies are available until gone. The Navajo Fire between Four Mile and Teller was 210K.

Water Tender #982: Four new tires installed.

Volunteer Fire Assistance Grant: Received grant for Training and Fire Hose last year. The Fire District is applying again this year. The Grant Application was written by Gene Stanley and Don Felton.

Auxiliary Report: At the Auxiliary meeting on Jan. 27, 2012 the Election of Officers results were as follows:

President: Davis Tilton

Vice Pres: Doug Schellinger

Treasurer: Bill Pate

Secretary: Susan Geiger

Member at Large: Jane Pate

We received the solar light for the flagpole and now the plaque needs to be ordered. The Pancake Breakfast is planned for Feb. 11, 2012. The Breakfast will be held from 0800 to 1200. Pancakes, sausages, ham, fruit juices, coffee and waffles will be provided. Fresh fruit will be donated by Amy Mason. The eggs will be donated by Doug Schellinger and Kathy Mikesell. Plans are underway for the July 4th yard sale and ice cream social. For donations call Doug or Dave. It was noted that the Auxiliary and the Board as well as Volunteers are covered by certain District insurance Policies when responding/assisting. Sam Calanni will provide Dave Tilton an updated listing of these coverage's.

8) Old Business:

Station 2 Land Condemnation (Resolution): Amy Mason motioned and Flip Boettcher seconded a motion to accept the Station 2 Land Condemnation Resolution as submitted. Motion passed unanimously. Anita Long sent a Thank You to Crown Point for the deduction from \$850. bill to \$595. on the survey. We will include his business card for free in the next Newsletter.

Volunteer Appreciation Dinner review: The feedback from those that attended was very positive. Jim Yoder received the Volunteer of the Year Award.

Internal Audit Committee Report: The 2011 Internal Audit was completed on Friday, January 13, 2012. A copy of the Audit Report was submitted to the Board of Directors. Thank you to Jack Lawrence and Mary Ann Melvin for their outside help and to Harry Gintzer from the Board. The committee reviewed the 2011 Payroll Records and 1099 payments and the process for creating the required 1099 Forms.

Pagers: Will not be required.

9) New Business:

CPA Engagement Letter (Resolution): Estimated fees are \$1975. Anita Long motioned and Flip Boettcher seconded to engage the services of Osborne, Parsons & Rosacker, LLP as per the letter. Vote is unanimous. Anita Long signed the letter. Anita motioned and Amy seconded to File Exemption from Audit Resolution. Vote is unanimous.

Radio Costs (Capital Asset Management Plan): Covered in Chief's Report.

Workers Comp coverage for Contract Workers: (See email to Pinnacol) The volunteers are covered if they live in the state of Colorado even though they may be performing contract labor services.

10) **Public Input:** Pie Palooza to be held at Guffey Charter School. Please bring 2 pies. The auxiliary is encouraged to attend. Amy Mason needs to discuss the Pet First Aid with Gene Stanley.

11) **Adjourn Public Meeting:** The meeting was adjourned by Chairman Calanni at 8:23PM

Respectfully submitted: Roberta Smith, SPCFPD Secretary