

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
February 13, 2013**

CALL TO ORDER

President Bridgewater called the meeting to order at 6:00 p.m. in the meeting room at Station #1. Roll call followed and the board members present were Lori Johnson, Kent Lindsay, Orly Lucero and Jim Bridgewater. Keenan Ertel was absent. Administrative Assistant Wendy Mimiaga, and Chief Jeff Vandevoorde were present for the meeting.

Orly Lucero made a motion to excuse Keenan Ertel from the meeting, Lori Johnson seconded. The motion passed on the following vote:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Absent	yes	yes	yes	yes

APPROVAL OF MINUTES

The minutes from the regular meeting held January 9, 2013 were brought before the board for approval.

Orly Lucero made a motion to approve the minutes for the meeting held on January 9, 2013, Kent Lindsay seconded. The minutes for the meeting were approved on the following vote:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Excused	yes	yes	yes	yes

BILLS AND ACCOUNTS

The board reviewed the list of bills and accounts and the financials included in the Board packet. Ms. Johnson inquired about the insurance payments. The workman's comp insurance is with Pinnacol, and the liability and death and disability is with VFIS. The VFIS payment is much higher this month as it includes the payment for the death and disability. This is a one-time payment for the year. The workman's comp and liability are paid in ten (10) installments each throughout the year. Ms. Johnson also inquired why there are three different totals for proposed expenses, the profit & loss is \$1,625,370.96, the total expenditure summary (first page) for proposed 2013 budget is \$1,620,371, and the total expenditures for the 2013 budget (last page) is \$1,575,371. *(Upon looking into the discrepancy, the \$25K lease purchase amount budgeted on page three was not included in the summary on page one, and \$20K budgeted for overtime had not been included in the profit & loss. These inconsistencies have been addressed.)*

Lori Johnson made a motion to accept the bills and financials including the supplemental list of bills, Orly Lucero seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Excused	yes	yes	yes	yes

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE

Included in the packet were several inclusions from the Cortez Journal and a thank you note from Steven Ebner.

REPORT FROM THE ADMINISTRATIVE ASSISTANT

A report of the current financial accounts was included in the packet. The county treasurers' office distributed a total of \$ 28,825.73 to the district for the month of January, 2013. \$21,888.79 for the general mill levy, and \$6,936.94 for the additional two (2) mill levy.

The business money market account at 1st Southwest Bank had a balance of \$252,539.13 as of January 31, 2013 with Interest earned in January, 2013 of \$64.33. The annual percentage yield remained at 0.30%. The 24 month jumbo CD of \$252,500 at 0.90% earned \$194.53 as of January 13, 2013. Total interest paid to date is \$2,094.33. The current balance is \$254,594.33.

The balance in the State Farm account, as of January 31, 2013, was \$984,354.64 with interest earned in January, 2013 of \$585.04. The interest rate remained at 0.70%. The total in our reserve accounts is \$1,491,488.10.

It was reported that there has been no change in the Federal Reserve's outlook. They will continue purchasing \$85 billion a month in treasuries and mortgaged back securities, quantitative easing, to maintain downward pressure on long-term interest rates. The FOMC continues to keep the target range for the federal funds rate at 0 to .25%, and plans to as long as the unemployment rates is above 6.25%. January unemployment remained unchanged at 7.9% where it has been since September, 2012. Revised data did show the economy added 335,000 more jobs in 2012 than the originally estimated job growth of 2.2 million. Retail Sales increased again in January, up 0.1%, for the third month in a row, even with the increase in payroll taxes (*Social Security*). It is anticipated that the first quarter 2013 growth will be a little better than originally predicted, with GDP to increase about 2% for this year.

Ms. Mimiaga informed the board that the Fire District will have to have a letter of intent to participate in the coordinated election on November 5, 2013, to the County Clerk by July 29, 2013, one hundred days before the election. Ms. Mimiaga did meet with Carol Tullis, County Clerk and contacted Joe McConnell with DOLA due to the confusion at the last board meeting as to whether or not there will be an election this year. It is an odd election year, therefore it could be a short ballot, and it will be a mail ballot election. We will not know what else will be on the ballot until we get closer to the election, and it could end up just being the Fire Districts question on the ballot. Being an odd election year and coordinating with the county could definitely be to our advantage. Depending on what else is on the ballot, we would share the costs with the different entities, although we would still have to send out the Tabor notice on our own, and probably the ballots to the property owners. The County Clerk would be the election official and handle all other aspects of the election. If this is something we intend to pursue, we need to start working on it now. Next month, March, we have reserved a booth at the Ag Expo, which is a good time to interact with the public, and we will need to start addressing different sectors of the community. President Bridgewater asked that we make the election an agenda item for the next Board of Directors meeting.

REPORT FROM THE ASST. CHIEF

Asst. Chief Balke was out of town at an arson investigation training and not present at the meeting. Chief Vandevoorde went over Asst. Chief Balke's report that was included in the packet along with a list of the trainings, meetings and events Asst. Chief Balke attended throughout the month. Chief Vandevoorde reported that two members, Randon Grimes and Justine Lindsay, attend an ice rescue class in Minnesota in January. The Firefighter I course has begun and will meet every Tuesday and Friday. We have six (6) students in the class, and some of our volunteers are also sitting in on the class. We have also done a CPR training for the Sherriff's deputies. Asst. Chief Balke is also working with Geeks on Grand to get our Facebook account up and running.

We have just passed round eleven (11) for the AFG grant. The cycles continue until all the money is gone. Since we have not gotten a "no" letter from AFG stating that we will not be funded, there is still a possibility that we could be granted some funding.

The volunteer candidate testing was held on January 12, 2013. Our new volunteers are Kaelee Allmon, Seth Ellis, Amanda Haukeness, Staton Morford, Cody Rogers and Bryce Seats.

Also included in the report was a graph of the monthly calls and response times for January broken down by district. The weighted average response time for the month of January, taking into consideration all districts, was five minutes, thirty-five seconds.

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over the report and list of meetings he included in the packet. Included was an updated copy of the Five Year Plan. We were able to accomplish many of the items from the plan last year. It is hard to look five years ahead due to financial situations. Most items in the five-year plan are fund driven. There are things in the plan that need to be pursued, and the Chief expressed his hope that the board will consider asking for a mill rate increase again this year.

Chief Vandevoorde has been working with the building department on a request from the Chamber of Commerce to use the old Office Outpost building to hold the chamber banquet. This will change it to an A2 occupancy. Because of this, the building will require a sprinkler system and exit lighting, among other changes. It has been requested that we have a "fire watch" during the event, using off duty firefighters. The Chief would prefer that the needed changes be made and the building brought up to code prior to the event, but the Cortez City attorney has said that the "fire watch" would suffice for this one time. Chief Vandevoorde met with the Fire Districts attorney, Kelley McCabe, about the proposal. Mr. McCabe said it would be okay, and that we would not have any liability. Chief Vandevoorde will not be signing off on anything regarding the space or the banquet, and the chamber will have to hire and pay for the firefighters on their own. The district will not pay them and then be reimbursed. The Chief along with Sam Proffer, the city building department, are working with Mitchell Toms, the owner of the building, on bringing it up to code, and preparing it for the chamber banquet.

The Chief and Asst. Chief met with three fire truck manufacturers to go over the specifications. The specifications were sent out to five (5) manufactures, and the RFP's are due by Friday, February 22, 2013. The bids will be opened on Monday, February 25, 2013.

There were 141 calls during the month of January, 115 EMS, 19 fire and 7 vehicle accidents. The total calls for the year, 2013, is 141.

Chief Vandevoorde thanked everyone who attended the awards ceremony on Saturday, January 26, 2013 at the Cortez Elks Club. Eight retirees and their spouses were also able to attend. Everyone had a good time. This is something the Chief hopes to do every year as it is good for morale.

Chief Vandevoorde has been looking into selling tender one to Rico. It does not have a pump, just a jockey pump, so based on the research he has done, the truck is estimated to be worth up to \$12,000. Rico has offered \$10,000. We currently have four tenders. Without a pump, tender one is just a water hauler. The Chief would like to thin out some of the extra equipment we have due to the added insurance and maintenance cost. We would still have a tender at each station. President Bridgewater acknowledged that Rico has a water hauling problem now, and it would be nice to help them out. The board all agreed. Mr. Lindsay inquired if we had to put it out to bid. It was asked of our insurance agent at VFIS, Jeff Cunningham, who informed us that we can just sell it outright, especially to another fire department. The Chief also informed the board that the Dodge Dakota, the old fire prevention vehicle, has 75K miles on it, and we just spent \$665.00 to get it running, and it needs another \$1,900.00 to repair the steering gear, transmission, brakes, a/c compressor, steering and more. This is a vehicle that is not used. We have three others. Mr. Lindsay said we should sell it. The blue book value is \$6,900 to \$8,000 depending on the condition.

Kent Lindsay made a motion to put the Dodge Dakota out to bid, Lori Johnson seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Excused	yes	yes	yes	yes

Chief Vandevoorde reported that Chris Byrne, one of our full time firefighters, has resigned. He has accepted a job as a firefighter in Colorado Springs, which is where he is from, and his family lives. Chris was one of thirty (30) individuals who received job offers out of sixteen hundred (1,600) applicants. The

next person on the eligibility list, Corey Adamy, has been contacted, and has accepted the position. He will start on February 25, 2013. Matt Lindsay has also submitted a letter of resignation as a volunteer, but will continue as a reserve firefighter. He will stay on as the pension board representative until someone else can take over the position.

Tanner Elliott refinished the podium in the meeting room. We host many classes here, and this will make for a more professional presentation.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION

Chairman Jim Bridgewater stated that the board would need to go into an executive session pursuant to C.R.S. 24-6-402(4)(f) to discuss personnel matters.

Orly Lucero made a motion to recess the regular meeting at 6:38 p.m. and enter into the executive session, Lori Johnson seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Excused	yes	yes	yes	yes

Chairman Jim Bridgewater stated that the board would enter into an executive session pursuant to C.R.S. 24-6-402(4)(f) to discuss personnel matters at 6:38 p.m.

Orly Lucero made a motion to end the executive session at 6:54 p.m., Kent Lindsay seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Excused	yes	yes	yes	yes

Upon adjournment of the executive session, Chairman Jim Bridgewater stated that the board did not adopt any policy, position, resolution, rule, regulation or take any formal action.

ADJOURNMENT

Having no further business to come before the board, Kent Lindsay made a motion to adjourn the meeting, Orly Lucero seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Excused	yes	yes	yes	yes

The meeting adjourned at 6:55 p.m.

Jim Bridgewater – President

Attest:

Kent Lindsay – Secretary/Treasurer