

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
September 11, 2013**

CALL TO ORDER

President Bridgewater was not in attendance, Secretary/Treasurer Lindsay 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, Orly Lucero, Keenan Ertel, and Kent Lindsay. Jim Bridgewater was absent. Administrative Assistant Wendy Mimiaga, Asst. Chief Charles Balke and Chief Jeff Vandevoorde were present for the meeting.

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

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	yes	absent

APPROVAL OF MINUTES

The minutes from the regular meeting held on August 7, 2013, were brought before the board for approval.

Lori Johnson made a motion to approve the minutes for the regular Board of Directors meeting held on August 7, 2013 with one correction on page 1 line 3, Orly Lucero seconded. The minutes were approved on the following vote:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	yes	excused

BILLS AND ACCOUNTS

The board reviewed the list of bills and accounts and the financials included in the Board packet. Ms. Johnson had a question regarding a hotel charge for \$1,425.84 on the department credit card. This was for a two week stay in Loveland while Corey Adamy attended a haz mat class, for which we will be reimbursed. Ms. Johnson also spoke with Chief Vandevoorde and had originally thought that the per diem rate of \$70 per day used when he and Asst. Chief Balke went to Chicago for the International Chief's Convention was high. After looking into the matter, she found that it is the federal per diem rate which most fire departments use. These rates are adjusted based on the city and area where you are traveling.

Mr. Lindsay asked about the \$3.51 interest charge on the Wal-Mart Community Card. This was a credit back for an interest charge on the previous bill. At the August meeting, the Board approved administration to pay the bills before the monthly Board of Directors meeting if they are due prior to the meeting.

Ms. Johnson inquired about the over limit fee of \$39.00 on Asst. Chief Balke's credit card, and asked if we should increase the limit on the card. Ms. Mimiaga explained that instead of increasing the limits, the District will secure a separate travel card to use for travel and training. This will also help with tracking these costs. Mr. Lucero commented that company cards are usually maxed at \$5,000.

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
Yes	yes	yes	yes	excused

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE

Included in the packet were inclusions from the Cortez Journal from August 20, 23, 30 and September 6, 2013.

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 \$35,041.02 to the district for the month of August, 2013. \$28,163.70 for the general mill levy, and \$6,877.32 for the additional two (2) mill levy.

The business money market account at 1st Southwest Bank had a balance of \$128,838.27 as of August 31, 2013 with interest earned in August, 2013 of \$26.47, and year to date \$373.47. The annual percentage yield remained at 0.25%. The 24 month jumbo CD of \$252,500 at 0.90% earned \$195.55 on August 13, 2013. Total interest paid in 2013 is \$1,528.86 and total to date is \$3,428.66. The current balance is \$255,928.66.

The balance in the State Farm account, as of August 31, 2013, was \$988,122.57 with interest earned in August, 2013 of \$545.34. Interest earned year to date is \$4,352.97. The interest rate remained at 0.65%. The estimated total in the reserve accounts is \$1,372,889.50.

The Beige Book, the Federal Reserves' overview of the economy, was released and indicates that economic activity continues to expand at a modest to moderate pace. The unemployment rate fell again to 7.3% even though the number of jobs added was less than anticipated. This information will be relevant at the FOMC meeting later in the month. The trend is showing the Fed could cut back on the quantitative easing, the \$85 billion a month they are buying in bonds. This could cause a decline in the stock market, although the market has been anticipating this and is making some corrections early on. It could cause a slight increase in interest rates, which would help us when we need to re-invest the CD at First Southwest Bank next February.

REPORT FROM THE ASST. CHIEF

Asst. Chief Balke went over his report that was included in the packet along with a list of the trainings, meetings and events he attended. Asst. Chief Balke reported that one of the trainings, Ground/Aerial Ladders, had to be canceled due to lack of participation. We did not get a good return on applications for the Citizens Fire Academy that was slated to begin September 12, 2013, so it has also been postponed. We will advertise again in a couple of weeks.

Asst. Chief Balke has applied for a SAFER Retention Grant for the six full-time firefighter positions. We are in a better standing to receive the grant than we were when we were first awarded the grant, we are in a higher tier. This does not mean that we will be funded. SAFER receives more funding request than they have money to distribute. The AFG grant is slated to open sometime this month. They have started holding the information meetings however there is nothing scheduled in our area, or in Colorado. The closest will be held in Albuquerque, New Mexico.

The best price is being sought to do the aerial repairs. If we do make the repairs, the insurance company will drop the unit. Certain repairs have to be made by E-One as they are manufacturer only repairs. Research is being done to have a local welder able to make the repairs. E-One is looking into when they will have a tech in this area. We could schedule the project when he will be here and split the travel cost thus saving \$1,500 - \$2,000 on the repair cost. Regardless, we have to have it done. Mr. Ertel inquired how long we are under the contract that only E-One can fix E-One apparatus. Asst. Chief Balke explained that it is manufacturer specific. Mr. Lindsay asked if we could retrofit a new ladder on the truck for a lower cost. Asst. Chief Balke explained that it could be troublesome, and it would be

about 75% of the cost of a new ladder truck. He had looked into doing that in the past. Engine 2 is in need of new tires. We are unable to run the engine as the tires on there are illegal. The minimum amount of tires that are needed will be replaced on Friday, September 13, 2013. Ms. Johnson asked if we are down to just one engine. Asst. Chief Balke explained that we also have Tender 3 which is a pumper tender and Ladder 1 that also has a pump. This was thought through before the engine was traded in, to make sure we had coverage for the District and could operate in the event an engine went down.

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

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over his report and list of meetings that was included in the packet. The Chief reported that in addition to the repairs Asst. Chief Balke explained, Tender 4 is also in need of extensive work. Most of the firefighters cannot drive it, or do not want to. A safety inspection was performed. It is a 3,000 gallon tank, but was held on by only four bolts, three of which are damaged. The breaks also need work. This is a vehicle we should look into selling. It would be a good truck for a construction company.

Chief Vandevoorde met with Matt Lindsay from Southwest Memorial Hospital. A schedule has been set up to meet every couple of months to go over calls and discuss any issues that arise. Several interagency trainings were also discussed.

There was a head on collision on Hwy. 160 at Road F that resulted from a high speed chase. The car was clocked at 112 mph and hit a semi-truck head on. One victim was DOA, the other was trapped in the car. The firefighters did a great job extricating the one victim, who was then flown to Denver. There was also a three car crash near the same location, and yet another roll over crash with a trapped victim. We are expecting more accidents on Hwy 160/491 due to the extreme drop off of the shoulder after the road work that has been done.

There were 154 calls during the month of August, 103 EMS, 39 fire and 12 vehicle accidents. The total calls for the year, 2013, is 927. We are 56 calls ahead of last year.

The presentation at the Senior Center luncheon on August 21, 2013 went very well. Chief Vandevoorde thanked Mr. Lucero for attending and helping out. The Chief also thanked Mr. Ertel for his presentation at the Cortez Chamber of Commerce luncheon on the same day. There will be another presentation on Sunday, September 15, 2013 at the Church of Christ potluck luncheon, if anyone is available to attend. The Chief also thanked Asst. Chief Balke and Ms. Mimiaga for all the work that was put into the budget.

OLD BUSINESS

Election – Included in the packet were the two letters submitted to the Montezuma County Clerk requesting the registered voter list, and to the Montezuma County Assessor requesting the property owners list. Friday, September 20, 2013 is the deadline to submit a pro or con statement for the Tabor notice. It was requested that the Board members each consider submitting a statement. October 4, 2013 is the deadline to mail the Tabor notice to the voters. The Board members were also asked to please consider submitting a letter to the editor of the Cortez Journal about the needs of the fire district.

NEW BUSINESS

Mr. Ertel was approached by a local citizen who has asked that the District take an active role in monitoring the City's fire inspections. There is a consensus in the community that the building/fire inspector is not getting the fire inspections done. This could put liability back on the fire department. If a commercial building catches on fire, and has not been inspected for five years, it could endanger the responding firefighters. Mr. Ertel does not think it would be an unreasonable request for the District to

obtain a copy of the inspections performed. Chief Vandevoorde explained that he has met with Sam Proffer, the head of the building department. He explained that there has been a backlog, they have been having some problems with the Firehouse computer program and training. He is hoping to do two fire inspections each year for each commercial business. Mr. Ertel believes the fire inspector has been doing more building inspections than fire inspections, and that we should be monitoring the inspections. If it does not change, we will need to approach the City as to why, after they took the Fire Inspector back from the Fire District, the inspections are not getting done. It has been two years since the City took over the position, and we should ask to see how many fire inspections have been executed. Chief Vandevoorde explained that he has been working closely with Mr. Proffer on commercial properties that have fire violations, and how these need to be addressed. Asst. Chief Balke commented that after the first of the year the District will be updating all of the pre-plans, the building department will be working with us so we will have access to the inspections that are being done. This is not to regulate them, but more of a coordinated effort. The building department is not experienced in fire inspection, so this will help them acquire the appropriate hands on experience after completing all the required training. Some fire inspections have been done, which is how the problem at the Medicine Man was found. Mr. Ertel commented that he does not think the City can just add on fire inspections to the building department and expect them to handle the extra work and perform them in a timely manner. He is mostly concerned about firefighter safety.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

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

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	yes	excused

The meeting adjourned at 6:35 p.m.

Jim Bridgewater – President

Attest:

Kent Lindsay – Secretary/Treasurer