

**CORTEZ FIRE PROTECTION DISTRICT  
REGULAR BOARD MEETING  
December 12, 2012**

**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 Keenan Ertel, Lori Johnson, Kent Lindsay, Orly Lucero and Jim Bridgewater. Administrative Assistant Wendy Mimiaga and Chief Jeff Vandevoorde were present for the meeting. Asst. Chief Balke was absent.

**APPROVAL OF MINUTES**

The minutes from the regular meeting held November 14, 2012 were brought before the board for approval.

Lori Johnson made a motion to approve the minutes for the meeting held on November 14, 2012, Orly Lucero seconded. The minutes for the November 14, 2012 meeting were approved on the following vote:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	yes	yes

**BILLS AND ACCOUNTS**

The board reviewed the list of bills and accounts and the financials included in the Board packet.

Kent Lindsay made a motion to accept the bills and financials, Lori Johnson seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	yes	yes

**PUBLIC COMMENT**

There was no public comment.

**CORRESPONDENCE**

Included in the packet were several inclusions from the Cortez Journal and thank you letters sent from the Good Samaritan center for the food donated from the food drive held in accordance with the Capitol Christmas Tree event, and from Josie Sitton for the assistance from the fire department with her school science project.

Mr. Lindsay commented on what a great job Cindy Irvin does with the Good Samaritan Center.

Chief Vandevoorde explained to the board that he and Asst. Chief Balke penned a letter from the Montezuma County Fire Chiefs for the Cortez Journal to show their appreciation to the law enforcement agencies during the Roat Cap fire. The letter was sent to all the fire chiefs for approval, and when no one responded, it was sent to the Cortez Journal. After the letter was submitted, Dolores called and said they did not want their name on the letter as they do not support the Sheriff's Department and the arrest of the man who assaulted a sheriff's deputy at the road closure. Chief Vandevoorde explained that the Montezuma Fire Chiefs were the signatories of the letter and not the individual departments. Ms. Johnson commented that she also attended the Montezuma County Fire Chiefs meeting where Chief Vandevoorde explained that they would be writing this letter, and none of the chiefs objected.

## **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 \$ 27,526.67 to the district for the month of November, 2012. We should be very close to what we had budgeted for mill levy tax income for 2012 by the end of December.

The business money market account at 1<sup>st</sup> Southwest Bank had a balance of \$252,400.48 as of November 30, 2012 with Interest earned in November, 2012 of \$62.23 and year to date of \$1,321.11. The annual percentage yield decreased from 0.31% to 0.30%. The 24 month jumbo CD of \$252,500 at 0.90% earned \$194.24 as of November 13, 2012, and year to date of \$1,5711.69. The current balance is \$254,211.69.

The balance in the State Farm account, as of November 30, 2012, was \$983,186.50 with interest earned in November, 2012 of \$563.95 and year to date earnings of \$6,717.33. The interest rate remained at 0.70%. The total in our reserve accounts is \$1,489,798.67.

Also included in the report was a short synopsis of how the outcome of the fiscal cliff could affect the district. One of the spending cuts will be the federal money that is given to the states which is what funds most of the grants we apply for and depend on. The way talks are going, negotiations will most likely continue into the new year.

The Federal Open Market Committee is continuing with another round of easing to keep interest rates low until unemployment falls below 6.5% and inflation tops out at 2.5%. The fed. will continue with their debt buying program. Operation Twist was supposed to end this month, November, but will continue in to next year. They are looking to keep interest rates as low as possible.

Mr. Lindsay informed the Board that he had been talking with Kelly McCabe and learned that the hospital now has to give back money, about \$4K, to the county due to an error in the assessor's office. Ms. Mimiaga explained when we received the preliminary evaluation in August and figured the mill rate based on the 5.5% and the Tabor rates there was a large discrepancy between the two numbers. She met with Mark Vanderpoole to make sure the reported numbers were correct. He reassured her that they were and the district would use the 5.5% calculation as it has in the past, which is the lesser of the two calculations. The reported numbers remained about the same in the subsequent reports from the state and the final valuation from the county. Ms. Mimiaga did explain to the board that she went over the mill levy certification with Heidi Trainor, CPA, and has handed out a new set of resolutions for the board to approve due to a small change in the valuation from a change in the new construction numbers. We will need to approve the budget and the mill levy tonight under old business in order to report to the county by the December 15 deadline. Ms. Mimiaga will then check with Ms. Trainor in the morning to see if any problems arose for the Hospital District, as Ms. Trainor is also the CPA for them.

## **REPORT FROM THE ASST. CHIEF**

Asst. Chief Balke was absent from the meeting, Chief Vandevoorde went over his report that was included in the packet along with a list of the trainings, meetings and events he attended throughout the month.

Chief Vandevoorde explained to the board that Asst. Chief Balke has put together a training calendar for the upcoming year. There will be plenty of training opportunities for everyone, and they will know a year in advance when the trainings will take place.

We have just heard that they will be re-opening the AFG grant again. It should not be on hold much longer.

The new tank for rescue 2 has been changed out. The tank was replaced under warranty, but we did have to pay for the service. President Bridgewater explained that Engine 1, the Rosenbauer, needs a substantial amount of work done. The front end was out of alignment by about an inch so it was sent to have a laser alignment. They said the alignment was fine, but they found a loose wheel bearing on the front axle and tightened it up. A few days later it was back in the shop with the same problems. Upon further investigation, the problem is more serious and extensive than originally reported. The pinion shaft in the rear-end in the frontend will need to be replaced. One ring and pinion set was located in Tulsa, Oklahoma, for over \$1,500, which is far more than it should cost. There is not a re-built or a new rear-end, to fit this truck, in the U.S. We will take it apart to see what else is broken in it, and it can probably be put back together with a minimum amount of labor, however we are not sure about the rest of the parts. President Bridgewater has looked into other problems the truck is having and many other options to repair them. It would help if there were a complete set of books for this specific truck. Mr. Lindsay said there was a set of books received when the truck was purchased. Chief Vandevoorde will look for them and check with Les Ham to see if he has them. President Bridgewater explained that we have had some trouble with Les as he has been working at a different job and we therefore have not been able to get work done on the equipment as quickly as needed. He has spoken with Les who has said he will be quitting the extra job. President Bridgewater would like to give him a chance as we cannot get work done for \$35 an hour elsewhere. He does a good job, but we just need it done in a more timely manner.

Chief Vandevoorde expressed his concern over the amount of time it takes to get the jobs done. He has also spoken with Shane Hale, Cortez City Manager, about possibly contracting with the City and using their facilities.

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

### **REPORT FROM THE FIRE CHIEF**

Chief Vandevoorde went over the report and list of meetings he included in the packet. Chief Vandevoorde handed out a copy of the DOLA contract, for the \$112,500 granted to the district from the Limited Gaming Impact Grant, to each of the board members to look over and had three copies of the contract for President Bridgewater to sign.

Included in the list of meeting attended was a training with the San Juan Arson Team from New Mexico. They are interested in working with the fire departments in the area. Chief Vandevoorde also participated as a judge in the Voice of Democracy completion through the American Legion. High School freshman and sophomores submit papers on the subject of democracy. The finalist from our area go to Denver to compete in the finals.

There were 94 calls during the month of November, 75 EMS, 15 fire and 4 vehicle accidents. The total calls for the year through November is 1387.

Chief Vandevoorde will be on vacation from December 22, 2012 to January 1, 2013. While he is gone Asst. Chief Balke will be in charge.

Chief Vandevoorde looked into other available interest rates for the lease purchase. He spoke with Byron Maynes at First National Bank who informed him that most institutions will not be able to offer a rate as low as we have been quoted, 2.65%. The lowest rate he could find that came close was 2.82%.

The Rico Fire Department is looking to purchase a new tender. They only have one that has broken down and they want to replace it as it is not worth fixing. They currently do not have a water hauler.

We have four, and would like to sell tender one or two to them. Chief Vandevoorde researched the values of the used tenders we have and found that they have a value range of \$15K to \$40K. Rico does not have a large budget, so it would be nice if we could help them out a little. Mr. Ertel commented that we do need to sell it at a reasonable price, but we could possible spread the payments out over a couple of years. It was suggested with no interest. Mr. Lindsay asked that we check with SDA or DOLA to see if we need to go to bid. The board asked Chief Vandevoorde to research what the fair market value would be. The district has sold a water tender in the past by putting it out to bid. It was purchased by the Mancos Fire Department.

**OLD BUSINESS**

**A. 2013 Budget:**

a. Kent Lindsay made a motion to adopt Resolution No. 6, Series 2012 to set the Mill Levy, Orly Lucero seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	yes	yes

b. Keenan Ertel made a motion to adopt Resolution No. 7, Series 2012 to appropriate sums of money, Kent Lindsay seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	yes	yes

c. Orly Lucero made a motion to adopt Resolution No. 5, Series 2012 to adopt the budget, Lori Johnson seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	yes	yes

**B. Designation of Reserve Funds** – The funds in the reserve account have been designated in the past. Heidi Trainor, our CPA, requested during our audit, that the board formally appropriate the sums of money by motion. All of the reserve funds are designated as follows: Operational Contingency at 40%, \$579,160, Facilities at 15%, \$217,185, Equipment & PPE at 15%, \$217,185 and Apparatus Replacement at 30%, \$434,370. There are no undesignated funds. The percentage of allocations can be changed by motion if need be. This will also be helpful when applying for grants.

Lori Johnson made a motion to allocate the sums of money in the reserve fund as stated, Orly Lucero seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	yes	yes

Keenan Ertel asked to be excused from the remainder of the meeting at 6:49 p.m. as he had a previous engagement. The Board excused Mr. Ertel.

**NEW BUSINESS**

There was no new business.

**EXECUTIVE SESSION**

There was no executive session.

**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 6:53 p.m.

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Jim Bridgewater – President

Attest:

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Kent Lindsay – Secretary/Treasurer