

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
December 9, 2015**

CALL TO ORDER and PLEDGE OF ALLEGIANCE

President Orly Lucero called the meeting to order at 6 p.m. in the meeting room at Station #1. Roll call followed after the Pledge of Allegiance and the board members present were Lori Johnson, Sherri Wright, Kent Lindsay, and Orly Lucero. Buck Woodman was absent. Administrative Assistant Wendy Mimiaga and Chief Jeff Vandevoorde were present for the meeting.

Lori Johnson made a motion to excuse Buck Woodman from the December 9, 2015 Board of Directors meeting, Sherri Wright seconded. The motion was approved on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	absent	yes	yes

APPROVAL OF THE AGENDA

Sherri Wright made a motion to approve the agenda for the December 9, 2015 Board of Directors meeting, Lori Johnson seconded. The agenda was approved on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

APPROVAL OF MINUTES

The minutes from the regular Board meeting, held on November 11, 2015, were brought before the board for approval.

Sherri Wright made a motion to approve the minutes for the regular Board of Directors meeting held on November 11, 2015, Lori Johnson seconded. The minutes for the meeting were approved on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

BILLS AND ACCOUNTS

The board reviewed the list of bills, accounts and the financials included in the Board packet. Ms. Wright asked about the charge on the credit card to Roberts Company, Inc. Chief Vandevoorde explained that it was for a plaque that was purchased to present to Asst. Chief Balke that will be presented to him on December 19, 2015 at the going away party that will be held for him.

Ms. Johnson inquired about the Advantage Glass bill for the replacement window for the F-350, and noted how inexpensive it was. Chief Vandevoorde explained that they are a very good glass company and are very reasonable. The bill has been submitted to the insurance company for reimbursement.

Lori Johnson made a motion to accept the bills and financials including the supplemental list of

bills, Kent Lindsay seconded. The motion passed on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE

Included in the packet were inclusions from the Cortez Journal from November 13, 2015. And thank you notes from Veterans of Montezuma County and Judy and Scott Aeschlimann.

REPORT FROM THE ADMINISTRATIVE ASSISTANT

A report of the current financial accounts was included in the packet. The county treasurer's office distributed a total of \$31,106.72 to the district for the month of November, 2015. \$22,045.94 for the general mill levy, and \$9,060.78 for the additional mill levy.

The balance in the State Farm account, as of November 30, 2015, was \$548,396.38 with interest earned in November, 2015 of \$202.79, and year to date \$3,119.06. The interest rate remained at 0.45%.

The business money market account at 1st Southwest Bank had a balance of \$129,966.20 as of November 30, 2015 with Interest earned in November, 2015 of \$24.93. The annual percentage yield remained at 0.25%, and the interest paid year to date was \$296.59.

The 3 year jumbo CD of \$257,092.42 at 0.60% earned \$132.35 on November 13, 2015. Total interest paid year to date is \$1,422.46, with the total interest paid on the CD to date being \$2,706.15 for an updated balance of \$259,798.57.

The \$250,000.00 CD deposited at the First National Bank of Cortez on February 14, 2014 for five (5) years with an interest rate of 0.98% earned \$626.64 for the 4th quarter, November 14, 2015, for a current balance of \$254,314.03.

The \$300,000.00 CD deposited at the Community Banks of Colorado for five (5) year CD at 1.15% is updated quarterly. As of December 3, 2015 the total earned on the CD is \$2,211.78, for a current balance of \$302,211.78.

The total earned in the reserve funds for the month of November was \$2,111.50 for a total in the reserve accounts is \$1,494,686.96.

The unemployment rate remained at 5% in November, adding 211,000 jobs. The already large gains in October were revised upward by 18,000 jobs, and September was also revised up 8,000 jobs. The Fed is closely watching inflation, work force participation rate and average hourly earnings, but these better than anticipated numbers almost guarantee an increase in the fed funds rate at the December FOMC meeting.

REPORT FROM THE ASST. CHIEF

Asst. Chief Balke included his report in the packet along with a list of the trainings, meetings and events he attended, as well as several projects he has been working. Asst. Chief Balke was absent. Chief Vandevoorde reported the firefighter physicals are concluding, including the

hearing tests. We will be receiving the 'fit for duty' forms for their files shortly. If they are full time firefighters elsewhere, and are given a physical through a different department, we require that they bring in a copy of their 'fit for duty' form for their file. Mr. Lindsay asked if any of the forms come back as 'unfit' for duty, do we have a policy in place to help resolve the issue. The Chief explained if that were the case, each would be addressed as needed, depending on the individual issues and severity. Ms. Johnson pointed out there have been many reports of firefighters, including younger ones, having heart attacks and/or dying after a fire call. Chief Vandevoorde commented that this is why we wanted to do the more intensive physical for our firefighters. Also, if something is wrong, it is better to find out now so it can be addressed. The Chief also noted that the cost is also lower going through the Hospital. Ms. Wright commented that this is good, we need to protect our firefighters.

A graph of the monthly calls and response times for November, broken down by district, was included. The weighted average response time for the month of November, taking into consideration all districts, was six minutes, twenty-six seconds.

President Lucero added to please pass on to Asst. Chief Balke, thank you for his years of service, and wish him luck in his new position.

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over his report and list of meetings that was included in the packet. Chief Vandevoorde announced Asst. Chief Balke has submitted his resignation effective January 2, 2016. He has accepted the Chief's position in Clifton, Colorado. Asst. Chief Balke has done a lot for this department over the five (5) years he has been here. We will be hosting an informal get together on Saturday, December 19, 2015 from 5 – 8 p.m. at J.Fargo's to wish Chuck well and good luck in his new position.

A copy of the Employment Announcement with the requirements for the position was included in the packet. The Asst. Chief's position will be advertised from December 4 to January 4 with the Colorado Fire Chiefs, Special District Association, Fire Careers, which is nation-wide, and the Colorado Daily Dispatch, which covers five (5) states.

There were 135 calls during the month of November, 112 EMS calls, 20 fire calls and 3 vehicle accidents, for a total of 1797 calls for 2015.

The District participated in a county wide haz-mat exercise on Saturday, November 21, 2015. The Chief complimented everyone on a job well done. LEPC did a great job putting the training together, and it was well attended by a lot of agencies and organizations. Everyone walked away learning how to better handle such a haz-mat situation, and how all the different agencies involved work together. Lieutenant Beckermeyer was the first in on command and did a great job, as did our whole crew.

The Chief reported that the crew rescued a dog at Denny Lake just yesterday, December 8, 2015. The dog was in the lake and could not get out due to the ice. Mike McCoach and Bryce Seats performed an ice rescue and saved him just in time. There is a video of the rescue on both our facebook page and the Journal's.

The District is hosting a blood drive and food drive on Thursday, December 17, 2015 from 4 – 6:30 p.m., and we are scheduled to ring the bell all day Saturday, December 19, 2015 from 10 a.m. – 6 p.m. at both entrances at Wal-Mart. If anyone can volunteer an hour or two, please let admin know.

A list of the fire inspections done by Sean Canada for the month of November was also included in the packet.

NEW BUSINESS

There was no new business

OLD BUSINESS

2016 Budget – Chief Vandevoorde reported that there have been two (2) changes to the 2016 budget since the Board packets were delivered on Friday, December 4, 2015. First – The revised property values were reported, however, DOLA calculated a \$7 difference than we had, so the budgeted property tax was changed to \$1,476,483 from \$1,476,490. Second – We added \$10,000 to the Fund Revenue for Gain on Sale of Asset. We would like to sell the old air compressor and Tender 4.

There was also a change on the Pension budget as we received more than anticipated for the State contribution. It was changed to \$36,000 from \$25,000.

Lori Johnson made a motion to accept Resolution No. 3, Series 2015, Resolution to Adopt the Budget, Sherri Wright seconded. Resolution No. 3, Series 2015 was adopted on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

Sherri Wright made a motion to accept Resolution No. 4, Series 2015, Resolution to Set Mill Levies, Lori Johnson seconded. Resolution No. 4, Series 2015 was adopted on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

Kent Lindsay made a motion to accept Resolution No. 5, Series 2015, Resolution to Appropriate Sums of Money, Sherri Wright seconded. Resolution No. 5, Series 2015 was adopted on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

Lori Johnson made a motion to accept Resolution No. 6, Series 2015, Lease-Purchase Supplemental Schedule to the Adopted 2016 Budget, Sherri Wright seconded. Resolution No. 6, Series 2015 was adopted on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

Designation of Reserve Funds –

Kent Lindsay made a motion to Designate the Reserve Funds as follows:

- Operational Contingency - \$400,000
- Facilities - \$600,000
- Equipment & P.P.E. - \$168,825
- Apparatus Replacement - \$250,000

Sherri Wright seconded. The reserve funds were designated on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

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, Kent Lindsay seconded. The motion passed as follows:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

The meeting adjourned at 6:25 p.m.

Orly Lucero – President

Attest:

Kent Lindsay – Secretary/Treasurer