

**CORTEZ FIRE PROTECTION DISTRICT  
REGULAR BOARD MEETING  
February 10, 2016**

**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 Kent Lindsay, Buck Woodman and Orly Lucero. Lori Johnson and Sherri Wright were absent. Administrative Assistant Wendy Mimiaga and Chief Jeff Vandevoorde were present for the meeting.

Kent Lindsay made a motion to excused Lori Johnson and Sherri Wright from the February 10, 2016 Board of Directors meeting, Buck Woodman seconded. The motion passed on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
absent	yes	yes	absent	yes

**APPROVAL OF THE AGENDA**

Kent Lindsay made a motion to approve the agenda for the February 10, 2016 Board of Directors meeting, Buck Woodman seconded. The agenda was approved on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
excused	yes	yes	excused	yes

**APPROVAL OF MINUTES**

The minutes from the regular Board meeting, held on January 13, 2016, were brought before the board for approval.

Buck Woodman made a motion to approve the minutes for the regular Board of Directors meeting held on January 13, 2016, Kent Lindsay seconded. The minutes for the meeting were approved on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
excused	yes	yes	excused	yes

**BILLS AND ACCOUNTS**

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

Kent Lindsay made a motion to accept the bills and financials including the supplemental list of bills, Buck Woodman seconded. The motion passed on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
excused	yes	yes	excused	yes

## **PUBLIC COMMENT**

There was no public comment.

## **CORRESPONDENCE**

Included in the packet were inclusions from the Cortez Journal from January 22, 2016. Chief Vandevorde commented that the disaster drill and pandemic training that was featured in the newspaper went very well. The training was to set up a vaccination center for emergency and responding personnel in the event of a pandemic outbreak. Station One will be used as a distribution center. Agencies throughout SW Colorado participated in the training. Also included was a thank you letter from the Pinon Project.

## **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 \$20,189.76 to the district for the month of January, 2016. \$15,013.22 for the general mill levy, and \$5,176.54 for the additional mill levy.

The balance in the State Farm account, as of January 31, 2016, was \$548,815.73 with interest earned in January, 2016 of \$209.7. The interest rate remained at 0.45%.

The business money market account at 1<sup>st</sup> Southwest Bank had a balance of \$130,012.40 as of January 31, 2016, Interest earned in January, 2016 was \$27.60. The annual percentage yield remained at 0.25%.

The 3 year jumbo CD of \$257,092.42 at 0.60% earned \$132.49 on January 13, 2016. Total interest paid on the CD to date being \$2,966.79 for an updated balance of \$260,059.21.

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 4<sup>th</sup> quarter, November 14, 2015, for a current balance of \$254,314.03. We will not receive another update until March, 2016.

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. We will not receive another update until March, 2016.

The total earned in the reserve funds for the month of January, 2016 was \$369.80. The total in the reserve accounts is \$1,495,422.15.

The unemployment rate dropped to 4.9% adding 151,000 jobs in January. This is the first time the unemployment rate has dropped below 5% since February, 2008. Over one million jobs were created in 2015.

The Federal Reserve will probably wait until later in the year for another rate increase.

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

There was no report.

## **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 the five (5) candidates for the Assistant Chief's position have accepted the invitation to attend the assessment center on February 19, 2016. The panels will consist of eight (8) outside Chief's and Deputy Chief's from surrounding departments.

Jeff Dyer from ESIP, our new insurance company, came by and did a full risk assessment on our department and all of the facilities. The report was just received, and they are very happy with our SOP's, Personnel Policy Manuel. We just a have a few things to look at, primarily Station One. A copy of the report will be included in the March Board packet.

There were 152 calls during the month of January, 122 EMS calls, 24 fire calls and 6 vehicle accidents.

The Montezuma County Fire Chiefs sponsored a two day training "Reading Smoke" with David Dodson. The training was attended by the Chief and ten (10) members of the department, along with about thirty (30) individuals from surrounding departments.

Justin Lindsay also held a two (2) day Ice Rescue training that was also well attended. The officers and firefighters have been doing a very good job with the daily training, keeping up with the JPR's for firefighter certifications, driver and pump operator training.

A list of the fire inspection from Sean Canada, the fire inspector, was also included in the packet.

Kent Lindsay brought up a an incident where he was contacted (chewed out [sic]) by Don Baner regarding a letter he received from the National Fire Safety Council that was sent to his business, but it was not in his name. Mr. Baner also contacted Chief Vandevoorde. Mr. Baner thinks that the District should fund this and not the tax payer, Mr. Lindsay agrees. Mr. Lindsay asked how much the program cost, and what would it cost if we funded it instead of the National Fire Safety Council.

The Chief informed the Board that Mr. Baner biggest complaint was that his name was not on the letter sent to his business. The Chief told him that the letter is sent from a national list, and there is no way of knowing if the names associated with the businesses are correct unless we are informed, and kept updated by the individuals. As this has now been brought to our attention, the information has been updated. This has been the only complaint we have received regarding the FirePup program.

The Chief further explained that the District has been involved in the FirePup program for many years, and program does not cost the District anything. The National Fire Safety Council solicits local businesses and individuals for donations (tax deductible) for the District to purchase materials and facilitate youth fire safety and prevention programs. So far this year we have collected \$3,000. Last year we received over \$5,000. The only amount the National Fire Safety Council receives is the cost for the mailing. All the donations are sent to us, the District, and then we forward it on to them. We always know exactly how much we have collected. The businesses and individuals that donate money have their names printed on the books, calendars, etc. that are handed out to the school children. We also send them a personal thank you note and run an ad in the paper listing everyone who makes the program possible for the District.

## **NEW BUSINESS**

**First National Bank Pension Account** – It was just recently brought to our attention that the signature cards for this account are not current, and were never changed four (4) years ago when we added two new Board members, Ms. Johnson and President Lucero, who went to the bank to sign the new signature cards, multiple times as the Bank kept 'losing' the cards. The account still has old Board members on it, and the only current members on the account are Mr.

Lindsay and Chief Vandevoorde. The Bank is now requiring a resolution from the Board and a color copy of each Board members driver's license before they will issue the signature cards and have each Board member go to the Bank to sign them. The Chief pointed out, to the bank, that for over two (2) years Board members have been signing checks when the Bank failed to put them on the account.

The Chief would like to move the account to the Four Corners Community Bank where we have the general fund, and where we receive much better customer service. It would be a completely separate account.

Kent Lindsay made a motion to move the Volunteer Pension Account from the First National Bank of Cortez to the Four Corners Community Bank, Buck Woodman seconded. The motion passed on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
excused	yes	yes	excused	yes

Ms. Mimiaga will work on getting the account transferred. The Chief also explained that we will be able to check the account online. This issue arose due to a retiree not receiving his check in the mail. We could not find out if the check had cleared, i.e. if someone else had gotten ahold of it, or any information regarding the account. Due to this, we had to issue a stop payment which cost \$25.

**Transfer of funds** – The Chief explained that we have do very well managing the budget and as hoped, due to long range planning, have the ability to transfer \$100,000 from the general fund to the reserve funds for facilities.

Kent Lindsay made a motion to transfer \$100,000 from the General Fund to the State Farm Bank Reserve account for facilities, Buck Woodman seconded. The motion passed on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
excused	yes	yes	excused	yes

**Bids for Tender 4** – A public notice was published for bids for the 1993 Ford L9000 Aeromax 4,000 gallon water tender, and were also solicited at the Sale Barn. The minimum bid was listed as \$5,000. We received two (2) sealed bids.

Mr. Lindsay asked for a discussion. Mr. Lindsay inquired why we were getting rid of the Aeromax, and if it was because of the bolts on the tank. Chief Vandevoorde explained that there was much more, including the breaks and that it did not pass the safety inspection by the State Police. Mr. Lindsay asked if we had gotten any bids to fix it before we decided to sell it. The Chief further explained that we did not, and that the District does not use the tanker. It is an unsafe vehicle to drive on most of the surrounding county roads, and there are only a few members who can actually drive it, and they do not want to due to safety issues. We also have three (3) additional tenders that are more effective. We really do not have any use for it.

Mr. Woodman inquired how much it is worth, The Chief said he had Jim Bridgewater check out the engine, it has 550,000 miles on it, but he thought it was worth up to \$7,000.

Mr. Lindsay thought the volunteers bought the truck, from a road construction company, and gave it to the District, but was not completely sure.

President Lucero handed the sealed bids to Mr. Lindsay to open. The first bid was from Larry and Jimmy Suckla for \$10,100, the second bid was from Candelaria Construction for \$5,555.55.

Kent Lindsay made a motion to award the bid to Larry and Jimmy Suckla for \$10,100, Buck Woodman seconded. The motion passed on the following vote:

Johnson excused	Lindsay yes	Woodman yes	Wright excused	Lucero yes
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**OLD BUSINESS**

There was no old 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, Buck Woodman seconded. The motion passed as follows:

Johnson excused	Lindsay yes	Woodman yes	Wright excused	Lucero yes
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The meeting adjourned at 6:29 p.m.

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Orly Lucero – President

Attest:

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Kent Lindsay – Secretary/Treasurer