

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
January 11, 2012**

CALL TO ORDER

President Jim 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 Patricia DeGagne-Rule, Hal Shepherd, Kent Lindsay, Keenan Ertel and Jim Bridgewater. Administrative Assistant Wendy Mimiaga, Asst. Chief Charles Balke and Chief Jeff Vandevoorde were present for the meeting.

APPROVAL OF MINUTES

The minutes from the regular meeting held December 14, 2011, were brought before the board for approval. Patricia DeGagne-Rule made a motion to approve the minutes, Kent Lindsay seconded. The minutes were approved on the following vote:

Ertel	Lindsay	Shepherd	DeGagne-Rule	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.

President Bridgewater inquired why three checks were included on the list of bank drafts that are withdrawn in-between meetings. It was explained that these three bills needed to be paid before the end of the year so they would be included in the 2011 budget. If it is required that a check be issued before the next Board of Directors meeting, it will be listed on the summary of Bank Drafts and Checks written Between Meetings list as opposed to the bills and accounts for approval list.

Mr. Lindsay asked why we belonged to the Chamber of Commerce. Chief Vandevoorde explained that the District had not been members of the chamber in the past, but that it is a good way to promote the fire department, and have more involvement in the community. Several organizations have already responded by asking Chief Vandevoorde to speak at various meetings and gatherings. Mr. Lindsay, along with the rest of the Board, thought this was good for the District.

Mr. Shepherd asked if the \$500 fee for dues to the Montezuma Fire Chiefs Associations was going to be worth the fee this year. Chief Vandevoorde explained the Chiefs Association has presented a budget this year and have allocated money for trainings and therefore the association will be much better.

Hal Shepherd made a motion to accept the bills and financials, Patricia DeGagne-Rule seconded. The motion passed as follows:

Lindsay	Shepherd	DeGagne-Rule	Ertel	Bridgewater
yes	yes	yes	yes	yes

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE

Included in the packet were three newspaper articles from the Dec. 24, 2011, Dec. 27, 2011 and Dec. 31, 2011 issues of the Cortez Journal. Also included was a donation of \$50.00 made by Mr. L. Zane Wright in the memory of Mr. Floyd Hutchison.

Mr. Ertel thanked the fire department for being available and providing coverage during his fireworks display on new year's eve.

REPORT FROM THE ADMINISTRATIVE ASSISTANT

A report of the current financial accounts was included in the packet. Also included was a breakdown of warrants and fees from the Treasurers' office through the end of the year, 2011.

It was reported the county treasurers' office distributed a total of \$8,902.40 to the district for the month of December, 2011. Currently, the business money market account at 1st Southwest bank is earning 0.75%, with a balance of \$251,079.37. Interest earned in December, 2011 was \$154.73 with \$1,079.37 earned for the year, 2011. The balance in the State Farm account was \$1,026,469.17, and is still earning 0.90%. Interest earned in December, 2011 was \$784.31, bringing the interest earned for the year of 2011 to \$4,792.36. Also included was a CD for \$250,000 from Four Corners Community Bank that will come due February 14, 2012. The interest rate is 1%, and upon its maturity will earn \$2,500.00.

It was discussed that if interest rates are too low, we could consider putting the proceeds of the CD at the Four Corners Community Bank into the State Farm Bank account at 0.90%. Chief Vandevoorde stated that he would be uncomfortable having that much money in one account. He said we could also look at the 1st Southwest business money market account which is paying 0.75%. President Bridgewater asked that we have a list of current interest rates from the local banks for the February 8th board meeting.

REPORT FROM THE FIRE INSPECTOR

Chief Vandevoorde included a report on the inspections he has done, and permits that were issued. He has continued working with Linda Smith, with the City of Cortez, to finish the list of businesses that need inspections to issue liquor licenses before February 17th. *(2/17/12 is the expiration of the Fire Inspector contract with the City of Cortez.)*

There was a conference call with Empire Electric regarding the large complex they will be building. They will be using the IBC 2009 building code.

Chief Vandevoorde also reported that he met with Sam Proffer from the Cortez City Building Department about using the Fire House reporting system. The city is interested in using Fire House so that they can keep in contact with the Fire District when the new Fire Inspector starts. Mr. Proffer and Chief Vandevoorde both want to work together.

REPORT FROM THE ASST. CHIEF

Asst. Chief Balke went over his report that was included in the packet. Asst. Chief Balke reported that he is still working with Amerilert to get the dispatch system up and running through dispatch so that a trial run can be done.

Asst. Chief Balke reported that the Fire I & II classes have started with 18 candidates, eleven outside personnel and seven in house. The outside participants are charged a fee of \$250 each which helps offset the cost of the course. Asst. Chief Balke has also relocated his office to the administration building.

The AFG Grant is still pending. We have made it past the fourth round, without having yet been denied.

The Christmas toy delivery took place on December 23, 2011. The department delivered to eleven families who were very appreciative.

Attached to his report was a list of all fire fighters training hours and meetings attended. There was only one individual who did not complete enough training hours to qualify for the pension. Chief Vandevoorde commented that Asst. Chief Balke offered numerous training opportunities for everyone to acquire the hours necessary to qualify for the pension.

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over the report he included in the packet. We have received a check, after the \$250 deductible, from the insurance company for the repairs to station #2, which should start soon.

Chief Vandevoorde and Ms. Mimiaga had a meeting with the attorney, Mr. Kelly McCabe, about the upcoming election. Mr. McCabe reviewed the brochure and the questionnaire that we would like to use. The questionnaire will be fine, but there will need to be some changes to the brochure. He will also start working on the ballot question for the mill rate increase. Since we are going to have a Tabor question on the ballot, according to state statutes we will have to do a mail ballot as opposed to a polling place. The cost will depend on if there will be a coordinated election, with other districts, or if we have our own ballot. We will not know this until March 6, 2012, after it is determined if any other district will be having an election in May, 2012.

Chief Vandevoorde included a spread sheet of the number of calls versus the response times per district within the Cortez Fire Protection District for 2011. There were 1585 calls for the year with an average response time of 6.85 minutes, which for a district this size is very good. There is always room for improvement. The Chief and Asst. Chief will watch the calls to see if the reserves are getting out of the station quick enough, if they are coming from somewhere else, or if there is an issue with dispatch. They will be checking to see if there is anything out of the ordinary, we have people in the station and expect a quick response.

OLD BUSINESS

There was no old business.

NEW BUSINESS

President Bridgewater had stated at the December 14, 2011 board meeting that he would like to have the upcoming election on the agenda for discussion. As already reported by Chief Vandevoorde, we will have to have a mail ballot election due to the Tabor question. Due to the immense amount of time, work and money what it will take for this election, Chief Vandevoorde wanted to make sure the whole board was going to stand in favor of the much needed mill levy increase. President Bridgewater reiterated that he believes everyone on the board is fully behind the effort. If the mill levy does not pass there could be some dramatic changes within the Cortez Fire Protection District. The board will help in any way they can.

Chief Vandevoorde explained that he and Asst. Chief Balke have already started becoming more of a presence in the community. Joining the Chamber and participating in their monthly activities, attending the local business lunch each month, signing up, for the first time, to have a booth at the Ag Expo in March, 2012. All these efforts have already garnered a positive response from the local community, and they have been invited to make presentations about the fire department at various other organizations.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

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

DeGagne-Rule	Ertel	Lindsay	Shepherd	Bridgewater
yes	yes	yes	yes	yes

The meeting adjourned at 6:32 p.m.

Jim Bridgewater – President

Attest:

Keenan Ertel – Secretary/Treasurer