

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
May 10, 2017**

CALL TO ORDER and PLEDGE OF ALLEGIANCE

President Orly Lucero called the meeting to order at 6:00 p.m. in the meeting room at Station #1. Roll call followed after the Pledge of Allegiance and the board members present were Rodney Branson, Buck Woodman, Sherri Wright, and Orly Lucero. Kent Lindsay was absent. Administrative Assistant Wendy Mimiaga, Asst. Chief Shawn Bittle and Chief Jeff Vandevoorde were also present.

Sherri Wright made a motion to excuse Kent Lindsay from the May 10 , 2017 Board of Directors meeting, Buck Woodman seconded. The motion was passed on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	absent	yes	yes	yes

APPROVAL OF THE AGENDA

Sherri Wright made a motion to approve the agenda for the May 10, 2017 Board of Directors meeting, Rodney Branson seconded. The agenda was approved on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	excused	yes	yes	yes

APPROVAL OF MINUTES

The minutes from the regular Board of Directors meeting, held on April 12, 2017, 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 April 12, 2017, Rodney Branson seconded. The minutes for the meeting were approved on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	excused	yes	yes	yes

BILLS AND ACCOUNTS

The board reviewed the list of bills, accounts and the financials included in the Board packet. Ms. Wright inquired about the charges on the credit card for the Sky Ute Casino in Ignacio, CO. The Chief explained that they were for the Tactical Leadership training held there. We sent one firefighter for the training, and had another there as an instructor.

Rodney Branson made a motion to accept the bills and financials including the supplemental list of bills, Sherri Wright seconded. The motion passed on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	excused	yes	yes	yes

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE

Included in the packet were inclusions from the Cortez Journal from April 18, 28 and May 5, 2017. Also, a thank you note from the Montezuma Cortez High School for the fire departments participation on their mock crash, and the news story from the Panther Press.

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 \$324,924.49 to the district for the month of April, 2017. \$193,203.65 for the general mill levy, and \$131,720.84 for the additional mill levy.

The balance in the State Farm account, as of April 30, 2017, was \$852,697.37 with interest earned in April, 2017 of \$315.32. The interest rate remained at 0.45%.

The business money market account at 1st Southwest Bank had a balance of \$130,427.23 as of April 28, 2017. Interest earned in April, 2017 was \$26.79. The annual percentage yield remained at 0.25%.

The 3 year jumbo CD of \$261,766.20, rolled over on February 14, 2017, at 1.25%, earned \$276.05 on April 14, 2017, for an updated balance of \$262,259.21.

There was no update on the CD's held at First National Bank or Community Bank. 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%, has a current balance of \$256,822.35 as of November 14, 2016. The \$300,000.00 CD deposited at the Community Banks of Colorado for five (5) years at 1.15% on April 13, 2015, has a current balance of \$305,715.85 as of November, 2016. We have received a welcome packet from Four Corners Community Bank about the CD being transferred from Community Banks of Colorado. We have not received a statement.

It was reported that the total earned on the reserve funds for April, 2017 was \$618.16, and the total in the reserve accounts was \$1,807,922.01.

The unemployment rate fell to 4.4% in April, the lowest rate in over ten (10) years, adding 211,000 jobs. The labor force participation rate fell to 62.9% from 63%. Average hourly earnings rose 0.3% in April and are up 2.5% over the past year. We will reach full employment when the wage gains return to the pre-recession levels, i.e. 4+% was normal in 2006/2007, now it is only 2.3%.

REPORT FROM THE ASST. CHIEF

Asst. Chief Shawn Bittle included his report and a list of meetings, events and trainings he attended. Asst. Chief Bittle reported the testing for engineer, the driver/operator class, will take place Saturday, June 24, 2017.

The Asst. Chief is still working on getting the construction camera connected to the Cortez Fire web site. Facebook has been doing very well over the past month reaching 4,704 people, 20 new page likes and almost 3,000 post engagements.

The Fire Academy is doing very well with 100% participation from the county fire districts. The students are all engaged in the course. The Monday night class (May 8, 2017) was interrupted by the Mancos Excelsior Plant fire. All the recruits were able to go and get hands on experience helping out at the fire. They were there until around midnight.

The Asst. Chief reported that the admin move is complete. He noted that the moving company hired by the Chief, Green Apple Moving, did a fantastic job. They were very professional, quick, and able to do anything we asked of them. The Board requested that we send Green Apple Moving a thank you card stating what we liked and how well they did.

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over his report and list of meetings that were included in the packet. The Chief reported the administration building was tested for asbestos, and one wall came back positive, less than 2%. WCA is working to find someone to mitigate the building for a price that is not excessive.

The Admin move went very well. The Chief Thanked Asst. Chief Bittle and Admin Asst. Mimiaga for doing a good job, packing, organizing, moving and making sure everything went smoothly.

There were 169 calls during the month of April, 138 EMS calls, 27 fire calls and 5 vehicle accidents. The total calls for the year is 676.

There was a house fire on Henry Street that took off quickly. The residents were lucky to get out. They lost four (4) pets. The fire was spreading so quickly they could not take the time to locate their pets. The guys did a good job getting the fire knocked down. There was another fire on S. Madison, a lightning strike that got up in the attic. They got that knocked down quickly as well, with no fire damage on the lower level.

The Chief continued that we have had about seven (7) structure fires so far this year. The firefighters worked hard in Mancos at the Excelsior Plant fire. They were there for a long time and back on duty the next day. Everyone has been working hard and doing a good job.

Mr. Woodman commented on how quick the response times are, and how they have been able to save the buildings.

Asst. Chief Bittle added that he has been on several fires since he has been here that could not have turned out any better if there were one hundred firefighters. Our firefighters have made stops on fires that big city departments, with many more firefighters, could not have done better. Our firefighters are professionals, dedicated to the job, and in some instances, miracle workers.

The Chief pointed out that we are only working with five (5) firefighters on duty. We call mutual aid quickly, but it still takes them a while to get there. We have a good working relationship with the surrounding fire departments. Many of them like coming to Cortez to work on fires, as they do not have many instances in their districts. They are always enthusiastic to get out there to help.

The new brush truck has arrived, and turned out very good. The truck was in the bay for the Board to see after the meeting.

The City of Cortez still wants, and is moving forward with the training house. They will be drawing up a contract, which we will have reviewed by our attorney. The exchange is for permit and building fees, which they have not been billing us for the new fire station.

The Chief thanked the crew for giving fire truck rides to kids on April 8, 2016 at the Home and Garden Show at the Montezuma County Fairgrounds. And on April 29, 2017 Asst. Chief Bittle had his recruit class help with the City of Cortez clean up, and the duty crew took the fire truck to the Cortez Recreation Center for the 'Touch A Truck' program for the youth. The City of Cortez was thankful for all the participation.

Chief Vandevoorde requested approval from the Board to close the First Southwest Money Market account with a balance of \$130,427.23, and interest rate of 0.25%, and transfer the total amount to the State Farm Bank, with an interest rate of 0.45%. This will combine our liquid accounts, which is the match for the Energy Impact Grant. We will still have over \$800 thousand in CD's in our reserves.

Rodney Branson made a motion to move the account balance from the First Southwest Bank Money Market account to the State Farm Bank as requested by Chief Vandevoorde, Sherri Wright seconded. The motion passed on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	excused	yes	yes	yes

NEW BUSINESS

Old Brush-2 Truck – The training officer from the Egnar/Slickrock Fire Department contacted Chief Vandevoorde looking for some old parts to repair their first out 1979 brush truck. The Chief told them we have a new brush truck and will be getting rid of our old Brush-2, as we do not need four (4) brush trucks, and if they would be interested in it. The Egnar/Slickrock Fire Department never asked if we would donate it to them, but said they would see how much money they could come up with to purchase it. Their budget is only \$28,000 a year.

The Chief said we could probably get some money for it, it is a 1996 Ford Brush Truck, but thought it would be a nice jester to donate the truck to them. The Board thought this was a good idea, and that they deserved to have the truck.

Mr. Branson asked if it would be supplied and ready to go. The Chief said there would be some equipment left on the truck for them.

Mr. Branson said we should sell it to them for \$1, which he supplied. This way it cannot be said we sold one, but not the other.

Rodney Branson made a motion to sell Brush-2 for \$1 to the Egnar/Slickrock Fire Department, Sherri Wright seconded. The motion passed on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	excused	yes	yes	yes

Engagement Letter for the 2016 Audit – Included in the packet was a copy of the 2016 Audit Engagement letter from Heidi Trainor. The District entered into a five (5) year audit agreement with Ms. Trainor, 2015 – 2019, on September 9, 2015, to perform our annual audit for a cost of \$6,500 per year. The Engagement letter is a document that need to be signed each year, that outlines the scope of work to be done.

Buck Woodman made a motion to approve and sign the 2016 Audit Engagement Letter, Rodney Branson seconded. The motion passed on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	excused	yes	yes	yes

OLD BUSINESS

There was no Old Business

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

Having no further business to come before the board, Rodney Branson made a motion to adjourn the meeting, Sherri Wright seconded. The motion passed as follows:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	excused	yes	yes	yes

The meeting adjourned at 6:26 p.m.

Orly Lucero – President

Attest:

Kent Lindsay – Secretary/Treasurer