

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
November 9, 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 Rodney Branson, Kent Lindsay, Buck Woodman, Sherri Wright and Orly Lucero. Administrative Assistant Wendy Mimiaga, Assistant Chief Shawn Bittle, and Chief Jeff Vandevoorde were also present.

APPROVAL OF THE AGENDA

Sherri Wright made a motion to approve the agenda for the November 9, 2016 Board of Directors meeting, Buck Woodman seconded. The agenda was approved on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

APPROVAL OF MINUTES

The minutes from the regular Board of Directors meeting, held on October 12, 2016, were brought before the board for approval. Ms. Wright pointed out a typo on page 3, Chief's report, paragraph seven (7).

Sherri Wright made a motion to approve the minutes for the regular Board of Directors meeting held on October 12, 2016, amended with the one correction, Kent Lindsay seconded. The minutes for the meeting were approved on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
yes	yes	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 a charge on the department visa card for \$628.85 to Cramer Decker Industries. The Chief explained that it was for the new EMS bag, and was covered by the insurance.

Sherri Wright 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:

Branson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE

Included in the packet were inclusions from the Cortez Journal from October 21, 25, and November 8, 2016, and thank you notes from IFA for the department's participation at Pet Palooza.

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 \$12,126.94 to the district for the month of October, 2016. \$10,478.11 for the general mill levy, and \$1,648.83 for the additional mill levy.

The balance in the State Farm account, as of October 31, 2016, was \$650,993.86 with interest earned in October, 2016 of \$248.75, year to date earnings are \$2,387.84. The interest rate remained at 0.45%.

The business money market account at 1st Southwest Bank had a balance of \$130,265.64 as of October 31, 2016, Interest earned in October, 2016 was \$27.66, year to date earnings are \$271.84. The annual percentage yield remained at 0.25%.

The 3 year jumbo CD of \$257,092.42 at 0.60% earned \$128.80 on October 13, 2016. Total interest paid on the CD to date is \$4,140.76 for an updated balance of \$261,233.18.

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 \$254,942.22 as of February 12, 2016.

The \$300,000.00 CD deposited at the Community Banks of Colorado for five (5) year CD at 1.15% has a current balance of \$303,260.96 as of March 23, 2016. Neither of these accounts produce a monthly statement, and only update on a yearly basis. There was no current update for either of these CD's.

It was reported that the total earned on the reserve funds for October was \$405.21 and the total in the reserve accounts was \$1,600,695.86.

The unemployment rate declined back to 4.9% in October, adding 161,000 jobs. The August and September numbers we revised upward, adding an additional 44,000 jobs between the previous two months. The Federal Reserve Board states that the labor market is close to its goal, the lowest level of unemployment a healthy economy can sustain without causing inflation. It is estimated that the break-even point to keep the jobless rate from rising is between 50,000 to 110,000 jobs per month. Average hourly earnings increased another 0.2% in October, for a total increase of 2.8% for the past year. We have not seen an increase like this since 2008.

Also included was the list of the bonds sold and mutual funds purchased in the Edward Jones Pension account by Mr. Mike McAndrew on October 13 and 14, 2016 as instructed by the Board. The total proceeds from the sale of the bonds was \$2,247,694.19. The total invested into the mutual funds, Invesco and Franklin funds, was \$2,200,000.00. A check for \$28,649.43 was deposited in to the checking account at the Four Corners Community Bank, and there is still \$19,044.76 in cash in the Edward Jones account. The dividends from the mutual funds will be held in this account and paid out monthly for the pension payments, about \$70,000 in income per year.

REPORT FROM THE ASST. CHIEF

Asst. Chief Shawn Bittle went over his report and a list of meetings, events and trainings he attended. Asst. Chief Bittle reported that he spent a week at the Colorado State arson Conference, along with Justin Lindsay, then spent three (3) days at the Fire Instructor III class, then onto the Colorado State Fire Chiefs Conference with Lieutenant Mike Cabell.

The Recruit class has graduated from the Fire Academy, and will be starting the Haz-Mat Operations and Awareness class.

The department Chaplin program is going well. Rob Hall, the departments Chaplin, has already had six (6) firefighters contact him for guidance and assistance. It is nice to know the firefighters are utilizing the resource. *(note: this is a private interaction between the firefighter and the Chaplin. The individuals remain anonymous.)*

We have reached 6,000 people over the past month on Facebook, with just over 2,100 Post Engagements, when someone actually 'clicks' on a post that has been made to find out more information.

The Montezuma 100 Club is going well and moving along, having completed the bylaws, mission statement and sponsorship levels. This is a fund that is set up to help the families of law enforcement and emergency responders in the event of an on-duty death.

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over his report and list of meetings that were included in the packet. The Chief thanked J.Fargo's for sponsoring the third annual Tip-Your-Firefighter fundraiser on Saturday, October 29, 2016. The District raised over \$1,100 dollars for the public education fund. The Chief expressed that the monetary outcome is always nice and welcomed, however an even larger benefit is getting to interact with the community. The Chief also thanked the duty crew, who worked hard all day, and Ms. Lori Mott and her Fire Science class, who all helped throughout the day. A thank you note was sent to the principle at the Montezuma Cortez High School for all the support and help from the Fire Science class, and a letter has been sent to the School Board that Ms. Wright will read at the next School Board meeting, again thanking Ms. Mott and the students of her Fire Science class for all they do for our District. A special thanks was given to President Lucero for working all day at the event. The Trunk-Or-Treat event was held later that evening, where we had over 400 children participate.

A meeting was held with TSI on October 4, 2016, a company that sell the fit test machines for the SCBA masks. The Montezuma County Fire Chiefs purchased the current fit test machine about ten (10) years ago, and is now outdated, and hard to get parts for repair. The Fire Chiefs are looking into purchasing a new one, to which all departments have access. It will probably be housed here. The cost is about \$5,000.

The Chief also attended a DOLA training regarding the contract for the new fire station. We will also schedule a phone conference with Chealse from DOLA to review the information with Wendy Mimiaga as she was out of town for the training.

There were 165 calls during the month of October, 137 EMS calls, 20 fire calls and 8 vehicle accidents. The total number of calls to date, for 2016, is 1,618.

Firefighter testing was held on Friday, October 28, 2016. We had five (5) test for full-time, one (1) for part-time and three (3) for volunteer. Everyone passed. We have three full-time positions opening up in January, 2017. The Chief explained that he likes to hire from within, working first with the part-time firefighters. Tyrell Matthews and Justin Lindsay have been hired to fill two of the full-time positions. The third slot will be filled by Gage Krob. Mr. Krob has just graduated from the District's Fire Academy, and had the top score for the testing. There was only a few points separating the number one and five individuals.

The contracts for DOLA and Pacheco Ross have been signed by President Lucero and returned. The DOLA contract could take 45 days to be signed by the respective individuals and returned to us.

The new Brush Truck has been ordered and should be delivered by May, 2017. The Chief explained that we will probably send a few guys down while they are manufacturing the truck to check on the specifications. They will then deliver it to us when it is complete, and train the firefighters.

Also included was the list of fire inspections for the month of October from Sean Canada.

NEW BUSINESS

There was no new business.

OLD BUSINESS

Public Hearing 2017 Budget – The Public Hearing for the 2017 Budget was opened by President Lucero at 6:19 p.m. A first reading of the budget was presented at the October 12, 2016 regular meeting of the Board of Directors, and was available for public viewing in the administration office. The Notice of Budget was posted at all three designated posting places, the County Clerks office, and in the Cortez Journal, the paper of record, on October 28, 2016. There were no request for or comments submitted from the public on the 2017 proposed budget.

There were no comments made for or against the proposed 2017 budget by the public at the public hearing. President Lucero closed the public hearing at 6:20 p.m.

Sherri Wright made a motion that the Board of Directors approve the proposed 2017 budget at the next Board meeting, December 14, 2016, Rodney Branson seconded. The motion passed on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

Mr. Lindsay asked if the County will have the final numbers by then. It was explained that the final valuations are due from the accessors office by December 9, 2016, by statue. We will then do any recalculations that are required prior to the December 14, 2016 Board of Directors meeting, where the budget documents will be submitted for approval. All budget documents are due to the County Administrator, Melissa Brunner, by December 15, 2016, by statue.

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, Sherri Wright seconded. The motion passed as follows:

Branson	Lindsay	Woodman	Wright	Lucero
yes	yes	yes	yes	yes

The meeting adjourned at 6:23 p.m.

Orly Lucero – President

Attest:

Kent Lindsay – Secretary/Treasurer