

**CORTEZ FIRE PROTECTION DISTRICT  
REGULAR BOARD MEETING  
October 14, 2015**

**CALL TO ORDER and PLEDGE OF ALLEGIANCE**

President Orly Lucero called the meeting to order at 6:48 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 meeting, Kent Lindsay seconded. The motion was approved on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	absent	yes	yes

**APPROVAL OF THE AGENDA**

Kent Lindsay made a motion to approve the agenda for the October 14, 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 September 9, 2015, and the minutes from the Fiscal Affairs Committee meeting held on September 16, 2015 were brought before the board for approval.

Sherri Wright made a motion to approve the minutes for both the regular Board of Directors meeting held on September 9, 2015 and the Fiscal Affairs Committee meeting held on September 16, 2015, Lori Johnson seconded. The minutes for both meetings 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. Johnson inquired about the 'air ride seat' that was installed in Engine One. Chief Vandevoorde explained that we got the seat, which is more adjustable, from KME so that all of our firefighters can safely operate the truck. Ms. Johnson also asked how many people were in the EMS class (*SW Memorial EMS for \$11,068.00*) The Chief reported that there are five (5) individuals in the class, and that we might be able to have part of the fee reimbursed through a grant. Ms. Johnson also asked about the refurbished computer from The Geeks. The Chief explained that it is for the Assure ID system we use to print ID cards. The ID card printer was not compatible with the new computers. It was less expensive to purchase a refurbished older computer to run the system, rather than a new printer which could cost up to \$2,500. Ms. Johnson also inquired about the additional \$131.00 per diem checks paid to Chief Vandevoorde, Asst. Chief Balke and Lt. Morford. The Chief explained that there was a miss- communication on their return flight from Atlanta, and they ended up having to

stay an extra day. The \$131.00 covered the one day of per diem, and the cost for each to change the return flight ticket.

Ms. Johnson also commented again on what a great job everyone did for the MDA Fill The Boot fundraiser. \$2534.49 was collected for MDA.

Lori Johnson 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:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

### **PUBLIC COMMENT**

**Dudley Locke – VFIS** - Mr. Locke is the Districts liability insurance agent with VFIS. Mr. Locke addressed the Board, and handed out the annual renewal proposal. He proceeded to go over the renewal and the coverages in detail for each category; property, fidelity bond, portable equipment, auto, general liability, management liability and umbrella/excess liability. The one change the Chief mentioned is that he will be re-evaluating the agreed values on the vehicles. Some of these will need to be changed, which could affect the policy premium. The Premium summary, for 2016, without any vehicle changes, comes to a total of \$27,172. The expiring premium for 2015 is \$28,346. Mr. Locke worked with the underwriter to reduce the premium by about 4.5%, or \$1,174. Mr. Locke addressed a couple of coverage enhancements we could consider, and the amount each would increase the premium. Mr. Locke also went over a few of the differences that he knew of between the VFIS policy, and the ESIP policy the District is also considering. Some of these included VFIS separates the general liability versus the management liability, fire legal liability, coverages for premises rented by the District, ESIP has a cop of \$100,000 where VFIS goes up to \$1 million, VFIS offers full replacement cost on all portable equipment, overall, not a lot of differences. Mr. Locke also pointed out all the education and training VFIS provides. Both Chief Vandevoorde and Administrative Assistant Mimiaga commented on Mr. Locke's excellent customer service.

Ms. Johnson inquired about the property, the training house, the District owns on South Broadway. Mr. Locke assured that both the S. Broadway property and the property jointly owned with the Dolores Fire District on Hwy. 145 are both covered under the general liability.

Mr. Locke also reviewed the accident and sickness policy the District carries for its members in detail, including loss of life, lump sum living, weekly income disability, medical expense and volunteer benefits. The total three (3) year policy premium is \$18,170, 1/3 of which is paid each year for three (3) years. Mr. Locke explained that this policy compliments our workers compensation policy, i.e. additional weekly and medical benefits. Also, if work comp does not pick something up, this policy will.

Mr. Locke also addressed the Heart and Circulatory Malfunction Benefits for Firefighters, SB15-172. Certain benefits are mandated to be provided to career firefighters with five (5) years of continued service or more. The District is covered for this under the accident and sickness policy.

### **CORRESPONDENCE**

Included in the packet were inclusions from the Cortez Journal from October 6, 2015. And thank you notes from Brian Balfour, Katherine Ridenhour regarding her class at FRI, the Cortez Public Library, Justine Bayles at Battle Rock Charter School, Chief John Trocheck at Ute Mountain Ute Fire/Rescue, and Kendall Montagriff at MDA.

### **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 \$28,960.07 to the district for the month of September, 2015. \$20,435.70 for the general mill levy, and \$8,524.37 for the additional mill levy.

The balance in the State Farm account, as of September 30, 2015, was \$547,984.12 with interest earned in September, 2015 of \$224.40, and year to date \$2,706.80. The interest rate remained at 0.50%.

The business money market account at 1<sup>st</sup> Southwest Bank had a balance of \$129,911.91 as of September 30, 2015 with Interest earned in September, 2015 of \$26.69. The annual percentage yield remained at 0.25%, and the interest paid year to date was \$242.30.

The 3 year jumbo CD of \$257,092.42 at 0.60% earned \$132.22 on September 13, 2015. Total interest paid year to date is \$1,162.08, with the total interest paid on the CD to date being \$2,445.77 for an updated balance of \$259,538.19.

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% is updated quarterly. As of August 14, 2015 the total earned on the CD is \$3,687.39 for a current balance of \$253,687.39.

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 August 5, 2015 the total earned on the CD is \$1,086.99 for for a current balance of \$301,086.99. The total in the reserve accounts is \$1,492,208.60.

As requested at the last Board of Directors meeting, a spreadsheet showing the net gain for the reserve funds, and the total earned year to date was included in the packet. For September, 2015, the total earned in the reserve funds was \$383.31, year to date earnings were \$6,902.26.

The September unemployment rate remained at 5.1%, adding only 142,000 jobs. August jobs were revised down to 136,000 from 173,000. The Federal Reserve decided to leave the short term interest rates unchanged at the September meeting despite the general consensus that they would raise the fed funds rate. Ms. Yellen does believe that they will increase the rate by the end of the year.

### **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 not present for the meeting.

Chief Vandevoorde did comment that we have not heard anything regarding the AFG grant.

### **REPORT FROM THE FIRE CHIEF**

Chief Vandevoorde went over his report and list of meetings that was included in the packet. Chief Vandevoorde thanked everyone who participated in the MDA Fill The Boot fundraiser. The District raised \$2,500 in two (2) days.

The Chief commented that we again met with Mark Carlson with T. Charles Wilson regarding the District's Property and Casualty insurance. There are a few minor differences between the two (2) companies we have met with, VFIS and ESIP, they are very comparable, however the major difference is about \$8,000 in the cost. They both have very good customer service and are both fire department orientated. Both Dudley, VFIS, and Mark, ESIP, are great to work with and very knowledgeable. *(We also have another agent from Durango who will submit a bid early next month.)*

We are trying to set up another meeting with Ken Charles, DOLA, to discuss applying for the Energy Impact Grant for funding for the new station. Mr. Charles has suggested that we submit our application for the December, 2015 deadline.

There were 171 calls during the month of September, 132 EMS calls, 31 fire calls and 8 vehicle accidents, for a total of 1484 calls for 2015.

J.Fargo's will again host the Tip A Firefighter fundraiser on Saturday, October 31, 2015 from 11 a.m. to 4 p.m. Then, beginning at 5 p.m. we will have a Trunk-or-Treat set up in the parking lot where children can go to each vehicle for treats. Many other organizations, i.e. Police Department, Ambulance, etc., will also participate. We will also have a drawing for a firefighter escort for trick-or-treating on Montezuma Ave. The money we raise is for public education.

Chief Vandevorde reported that Lt. Roger Beckermeyer attended a training for highway safety, and has since held training here for our department, and a training for all surrounding departments. Chief Jeff Yoder, Pleasantview Fire Department, and some of his firefighters attended the training and commented on what a great job Lt. Beckermeyer did, and how beneficial it was for their department.

A list of the fire inspections done by Sean Canada for the month of September was also included in the packet. Ms. Johnson asked if the Chief was comfortable with the number of inspections that are being completed, noting that during the month of September, the majority of inspections were done on one day. The Chief replied that he and the Cortez Building Department, Sam Profer and Sean Canada, work very closely and meet often. They have a lot they oversee, and each month is different. Mr. Canada is very good about keeping the Fire Department apprised of any infractions or problems he finds in each business. During the month of September, Mr. Canada was away at a training for a week, and on vacation for a week. This is not the norm. Mr. Profer's goal is for every business to be inspected once a year.

### **NEW BUSINESS**

Approval for purchase – The fill station/air compressor in station one is about twenty (20) years old, is not currently working, and is not capable of completely filling our new SCBA bottles. It is very costly to have a technician come here to work on the compressor. While at the Fire Rescue convention The Chief and Asst. Chief looked at three (3) different compressors, and did get two bids. Chief Vandevorde would like to have Board approval to purchase the Scott Simple Air Compressor and Fill Station from MES for \$42,836.45, the lessor of the two bids. This will also be compatible with the new SCBA bottles.

Lori Johnson made a motion to approve the purchase of the MES Air Compressor and Fill Station, Sherri Wright seconded. The motion passed on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

**First reading 2016 budget** – A copy of the 2016 budget was included in the packet. There were no changes since the Fiscal Affairs committee meeting held on September 16, 2015. Also included was a copy of the public notice that will run in the Cortez Journal on Friday, October 30, 2015 to announce the Public Hearing that will be held at the next Board of Directors meeting on Wednesday, November 11, 2015.

Sherri Wright made a motion to accept the first reading of the 2016 budget and approve the notice of 2016 budget to run in the Cortez Journal, Lori Johnson seconded. The motion passed on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

**OLD BUSINESS**

**2016 salary increase for the Chief** – It was noted at the last Board of Directors meeting that the Board had not yet approved the salary increase for Chief Vandevoorde. The Chief's review was held during an executive session at the regular Board meeting held on August 12, 2015. No discussion or decision was made regarding the salary increase at the adjournment of the executive session at the August 12, 2015 meeting.

Lori Johnson made a motion to increase the Chief's salary 2.5% for cost of living and 2.5% for merit for a total of 5%, Sherri Wright seconded. The motion passed 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, Kent Lindsay made a motion to adjourn the meeting, Lori Johnson seconded. The motion passed as follows:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	excused	yes	yes

The meeting adjourned at 8:05 p.m.

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Orly Lucero – President

Attest:

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Kent Lindsay – Secretary/Treasurer