

**CORTEZ FIRE PROTECTION DISTRICT  
REGULAR BOARD MEETING  
September 14, 2011**

**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 Keenan Ertel, Patricia DeGagne-Rule, Hal Shepherd and Jim Bridgewater. Fire Inspector Brandon Johnson, Asst. Chief Charles Balke and Chief Jeff Vandevoorde were present for the meeting. A motion was made by Keenan Ertel and seconded by Hal Shepherd to excuse Kent Lindsey from the meeting, as he was out of town, it was approved on the following vote:

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

**APPROVAL OF MINUTES**

The minutes from the regular meeting held August 10, 2011, were brought before the board for approval. Keenan Ertel made a motion to approve the minutes with corrections. Hal Shepherd seconded. The minutes were approved on the following vote:

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

**BILLS AND ACCOUNTS**

The board reviewed the list of bills and accounts. There was discussion on a few billings. The board reviewed the other financials included in the agenda. Keenan Ertel had a question regarding the \$1900 fee for Heidi Trainor. It was explained that the fee was not part of the annual fee paid to her, but for the additional work she has been doing since July 22, 2011 to present. Keenan Ertel made a motion to accept the financials with the addendum. Hal Shepherd seconded. The motion passed as follows:

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

**PUBLIC COMMENT**

There was no public comment.

**CORRESPONDENCE**

There was no correspondence.

**REPORT FROM THE OFFICE MANAGER**

The report was presented by Chief Jeff Vandevoorde, and then reviewed by Jim Bridgewater for the public. Chief Vandevoorde reported the amounts deposited by the county treasurer office to the Colo. Trust general fund for the amount of \$40,172 and \$11,810.54 to the capital fund and that these deposits had occurred since the included

summary statement from Colo. Trust dated August 2011. He also reported the updated account balances as of that morning as Reserve fund: \$34,221.55, General fund: \$11,707.22 after transfer, and Capital fund: \$148,230.20. All updated fund balances also included interest. Colo. Trust interest rate is .08%. The CD is due at Citizens State Bank. The rate decreased from 1.25% to .75%. First Southwest is .85%, Mancos Valley .65%, Vectra .15%, First National .58%, Colo Trust .08%. Did not inquire with Community bank. It was reported that there is \$763,898 in the money market account at State Farm Bank at 1.01%. Keenan Ertel requested that an inquiry be made as to when State Farm Bank can change their rates so we can keep track of the fluctuation. A motion was made by Keenan Ertel and seconded by Hal Shepherd to move the money from the CD out of Citizens State Bank and to the highest rate that is insured. The motion passed as follows:

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

Additional discussion ensued that the tax levy will probably be about \$20,000 more than last year. Heidi Trainor will check to make sure that is correct. The mill levy will go back this coming year to 4.524 mills, about \$952,895.

### **REPORT FROM THE FIRE INSPECTOR**

Fire Inspector Johnson included his report in the agenda packet. He asked if there were any questions on it.

The Fire Inspector updated the board on the South Broadway construction project. New water lines will be installed on both sides, and the island will be taken out from the intersection to the Johnson building. There will be nine new fire hydrants; they will be at 3<sup>rd</sup>, 4<sup>th</sup> 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> streets.

### **REPORT FROM THE ASST, CHIEF**

Asst. Chief Balke went over his report that included the trainings that had been done, projects, including raising around \$2900 for MDA, and meetings attended.

No additional information on 928 Broadway as far as liens. He will continue with the donation of the property to the Cortez Fire Department. The intent is to completely donate all buildings and property for whatever uses the department deems necessary. All we have to do is show due diligence to make sure that there is nothing owed. The city and county have already been contacted and nothing was found as far as liens.

The AFG grant was submitted for \$222,000 for new airpacks to replace the current units.

There are now four radios in use to further evaluate the communications issues. They seem to be working ok although we do have some spotty issues as predicted.

Asst. Chief Balke is also working with another individual to put together an explorer post for jr. firefighters and boy scouts, where they will cover all insurance costs. It will start bringing in high school students and getting them interested in becoming the future firefighters of Cortez. He met with the boy scouts executive director for the Mesa Verde district and will hopefully be up with an explorer post designator by the end of the month, have an open house by next month and by the first of the year have regular meetings. There are 26 interested youths now, but will probably be down to 15 by the time things get started.

The citizens fire academy should be rolling out by the first part of next month if everything comes together.

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

Chief Vandevoorde went over the report he included in the agenda.

A report was given by High Plains LLC for mold mitigation. 24 tests were done, air sample test and 2 carpet tests. The janitor closet drain for the a/c is obstructed. The carpet test came back with a high mold spore count. Pictures were shown of a pipe and mold, and repairs needed were discussed. An estimated cost for mold removal was \$1700. A formal quote will be submitted at the board's request.

Discussed administrative assistant position and process. Had many good qualified applicants. Would like to make a formal offer to one candidate.

Chief Vandevoorde informed the board there were 152 calls for August. There was a broken spring on the front bay door of the firehouse. If the bill is over \$500 it will be submitted to insurance.

Hal Shepherd brought up the discussion of getting a volunteer program started. It is important because of the B-Tone response that the board is supportive of the chief in recruiting a volunteer class. A motion was made by Hal Shepherd and seconded by Patricia DeGagne-Rule to proceed with a volunteer class.

The motion passed as follows:

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

Chief Vandevoorde stated that he had already talked to the newspaper about doing a story about why we need volunteers to support the community. He and the Asst. Chief are looking to put together a fire fighter academy for January. It takes about 4-5 months to train a firefighter.

### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

There was no new business.

### **DISCUSSION**

At the last meeting a question was brought up about when the mill levy could go to vote. Patricia DeGagne-Rule looked into it and found that there is a clause that says the mill levy can be voted on in the fire districts May election. Usually tabor question is only permitted in November, but since it will be an election year, it can go on the May ballot. Education and

PR on why the district needs the mill levy increase needs to start now. Keenan Ertel stated that it cost more to run a fire department now than it did 10 years ago, and we have not had a mill levy increase in 10 years. It was discussed that the additional income would go to staffing and equipment. Discussion continued as to the advantages of having a 4-man crew as opposed to a 3-man crew. Additional staffing would also be necessary if the hospital asked us to run an ambulance.

**ADJOURNMENT**

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

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

The meeting was adjourned at 7:17 p.m.

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Jim Bridgewater – President

Attest:

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Keenan Ertel – Secretary/Treasurer