

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
September 9, 2015**

CALL TO ORDER and PLEDGE OF ALLEGIANCE

President Orly Lucero called the meeting to order at 6:01 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, Buck Woodman and Orly Lucero. Administrative Assistant Wendy Mimiaga, and Chief Jeff Vandevoorde were present for the meeting.

APPROVAL OF THE AGENDA

Ms. Johnson suggested that since Mr. Ertel was not present, the item under Public Comment should be moved to the Fire Chief's report.

Sherri Wright made a motion to approve the agenda for the September 9, 2015 Board of Directors meeting with the one change, Lori Johnson seconded. The agenda was approved on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	yes	yes	yes

APPROVAL OF MINUTES

The minutes from the regular meeting, held on August 12, 2015, were brought before the board for approval. Mr. Lindsay commented that he had read an article in the newspaper about open meetings and executive sessions, and asked why the Board had a vote in executive session to exit the executive session. It was explained that this does not constitute making a 'decision' in an executive session. It is the formality of the official act of exiting the session. Mr. Lindsay continued that it was a 'motion made', and asked that it be struck from the minutes and just state that you "just came out of executive session" since you can't make a formal action. It was again explained that it had nothing to do with making a decision or taking action in the executive session, but that you have to officially come out of the executive session. Mr. Lindsay continued that you cannot vote on 'anything' in executive session.

Sherri Wright made a motion to approve the minutes for the regular Board of Directors meeting held on August 12, 2015 with the correction to strike the motion to end the executive session and just "come out of it," Lori Johnson seconded. The minutes for the meeting were approved on the following vote:

Johnson	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 commented that she had spoken to Chief Vandevoorde about over time, and going over budget. Ms. Wright also inquired about the line item on the P&L for educational materials, budgeted \$2,500 and spent \$3,422, and why it was over budget. Chief Vandevoorde explained

that we have purchased an inflatable firefighter costume, Too Tall, for pub ed events. The money used to purchase the item was actually from donations to the District for such pub ed items, a total of over \$6,500 over the past few years, it is held in the general fund. This is in addition to the money budgeted for educational materials. Ms. Wright also asked about the line item for P.P.E. fire, and the \$296,872 spent with only \$25,000 budgeted. Chief Vandevoorde explained that this was from the purchase of the new air packs for which we received the AFG grant for \$284,000+.

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

Johnson	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 August 18 and 21, 2015. Ms. Wright commented on how many positive comments she received, and how nice it was having the ladder truck with the large flag flying at the ceremony for the new high school.

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 \$31,295.20 to the district for the month of August, 2015. \$22,584.81 for the general mill levy, and \$8,710.39 for the additional mill levy.

The business money market account at 1st Southwest Bank had a balance of \$129,885.22 as of August 31, 2015 with Interest earned in August, 2015 of \$27.58. The annual percentage yield remained at 0.25%, and the interest paid year to date was \$215.61.

The 3 year jumbo CD of \$257,092.42 at 0.60% earned \$132.15 on August 13, 2015. Total interest paid year to date is \$1,029.86, with the total interest paid on the CD to date being \$2,313.55 for an updated balance of \$259,405.97.

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 balance in the State Farm account, as of August 31, 2015, was \$547,759.72 with interest earned in August, 2015 of \$232.56, and year to date \$2,482.40. The interest rate remained at 0.50%.

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 a current balance of \$301,086.99. The total in the reserve accounts is \$1,491,825.29.

The jobless rate for July dropped to 5.1% from 5.3%, the lowest since early 2008, despite hiring being a little lower than expected, adding only 173,000 jobs. The Fed is slated to meet September 16 & 17, 2015. It is anticipated that they could raise short term interest rates due to the low unemployment rate, however, with low wage growth they could put it off until the end of the year. If rates do increase, it will only be a small increase, about 0.25%. It will be the first increase in short term rates by the Federal Reserve since June, 2006. It has also been noted that 5.1% is considered near full employment. If unemployment falls below 5%, many feel that it will lead to an overheated economy and thus higher inflation.

Mr. Lindsay asked if a year to date number and what the reserves are doing, could be included in the report each month. How it is compared to last month and how much we have made, we just see a number. Ms. Mimiaga will add this, and also pointed out that this can also be found in the P&L report that is included in the packet each month.

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 as he was attending an LEPC, Local Emergency Planning Committee, meeting.

Mr. Lindsay inquired about the SWIM, SW Incident Management, Team deployment from August 13 – 17, 2015. When he is deployed, does he take comp time, vacation time, or is he paid over there. Chief Vandevoorde explained that we are reimbursed for his time, and they directly pay for his hotel and meals.

Ms. Johnson further asked since he is a salaried employee, how is he paid for time worked over forty (40) hours. The Chief commented that we will need to look into this since they reimburse the District for his salary. On wildland deployments, the firefighters are paid time and a half for anything over forty (40) hours. We are still waiting for the proper paperwork from the incident management team for the reimbursement. Mr. Lindsay asked if Asst. Chief Balke takes a District vehicle on the deployments, and if we get paid for its use. Ms. Johnson commented that we will probably be reimbursed mileage at the federal rate.

Ms. Johnson commented on the chart of the response times and stated that a response time with in the City of five (5) minutes is very good. The average response time for the entire district is six (6) minutes and forty-eight (48) seconds.

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over his report and list of meetings that was included in the packet. Chief Vandevoorde reported that Lieutenant Danny Barfield has turned in his letter of resignation and has moved back to Kansas to be closer to his family.

Chief Vandevoorde reported that the District has been meeting with Southwest Memorial Hospital to have them do the annual firefighter physicals. This will commence the second week of October. The physical will meet the NFPA standards including blood work up, chest x-ray and stress test, and the hospital has given us a very good price. Everything will be done at the hospital.

The trip to FRI International, held in Atlanta this year, went very well. There were many good classes and they were able to bring back a lot of good information and leadership programs to implement here.

There were 161 calls during the month of August, 125 EMS calls, 31 fire calls and 5 vehicle accidents, for a total of 1315 calls for 2015. We are currently 170 calls over this time last year.

Chief Vandevoorde informed the Board that while he and Asst. Chief Balke were away at the FRI conference, Lieutenant Beckermeyer did a great job in command. This is the only time the Chief and Asst. Chief are out of the District at the same time. Lt. Beckermeyer was able to handle a personnel issue on the first day, and he checked in with the crew and admin every day, and the Chief by phone every day. Everything ran very smoothly. The officers are currently going through an officer training program and it is going very well. The comfort level of the officers is much better. The Board was very appreciative of the commitment of Lt. Beckermeyer while the Chiefs were out of town.

Chief Vandevoorde again thanked the crew for setting up the ladder truck with the American Flag at the high school ribbon cutting ceremony. The District received many compliments.

The Board was reminded that the Fiscal Affairs Committee will meet on Wednesday, September 16, 2015 at 5:30 p.m. at Station One.

The Chief addressed the issue of fireworks liability insurance that Mr. Keenan Ertel wanted to present to the Board. Mr. Ertel currently pays about \$13,000 per year for his liability insurance to do only two (2) fireworks events each year. He had hoped that the District might be able to cover the two events with a rider on the District liability insurance. As it turns out, our insurance company will not cover this. Mr. Ertel will look into other options.

A list of the fire inspections done by Sean Canada for the month of August was also included in the packet.

Ms. Wright comment that when she stopped by the administration office there was a couple in Ms. Mimiaga's office getting their blood pressure checked. Ms. Wright though it is very nice that we have the capability to provide this public service and have the firefighters help the people of our community in this respect, and she noted how comfortable the couple was with the firefighters. Ms. Mimiaga added that this particular couple comes in every week to have her blood pressure checked, and they are very appreciative for the service. The firefighters are always very kind, nice and respectful to everyone that comes by.

NEW BUSINESS

There was no new business.

OLD BUSINESS

2015 Audit agreement – An agreement letter from Heidi Trainor, along with the copy of the proposal, was included in the packet. The agreement letter stated that Ms. Trainor will prepare the 2015 through 2019 financial statement audits for a set fee of \$6,500 per year. If an additional A-133 Single Audit is required in any year, then the fee will be renegotiated. The A-133 Single Audit is not something that is currently required of Special Districts.

Sherri Wright made a motion to accept the Audit Agreement with Heidi Trainor, Lori Johnson seconded. The motion passed on the following vote:

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	yes	yes	yes

EXECUTIVE SESSION

There was no executive session

ADJOURNMENT

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

Johnson	Lindsay	Woodman	Wright	Lucero
Yes	yes	yes	yes	yes

The meeting adjourned at 6:42 p.m.

Orly Lucero – President

Attest:

Kent Lindsay – Secretary/Treasurer