

MINUTES OF THE REGULAR BOARD MEETING OF THE
ELBERT FIRE PROTECTION DISTRICT
November 8, 2016

The regular meeting of the Elbert Fire Protection District Board of Directors was held on November 8, 2016, at Elbert Fire Station No. 1, 24310 Main Street, Elbert, Colorado, at 7:00 pm.

Attendance: Directors in Attendance were:

Lee Sherman
John Wood
Sean Mulvihill, via phone
Irene Brown

Also in Attendance:

Brandon Homer, Fire Chief
Carolyn Homer, Administrative Assistant
Joe Marchese, Department Member
Ryan Knox, Department Member
Mike Harrower, Department Member
Scott Field, Community Member
Jay Walp, Community Member

At 6:43 pm, the regular meeting of the Elbert Fire Board was called to order.

Executive Session:

A motion was made by Chairman Sherman, an unanimously approved that the Elbert Fire Protection District Board of Directors go into Executive Session pursuant to C.R.S. Section 24-6-402(4)(e) to discuss the potential new Board member qualifications at 6:43 pm.

During Executive Session, Chairman Sherman turned in his resignation and left the meeting.

Unanimously approved that the Elbert Fire Protection District Board of Directors come out of Executive Session at 6:44 pm. No formal action was taken by the Board.

The Elbert Fire Protection District Board of Directors took a break at 6:44 pm and reconvened at 7:10 pm with Director Mulvihill on the phone.

Agenda:

The Board considered the proposed agenda. A motion was made by Director Brown, and unanimously carried, that the agenda be amended to move the 'Discussion of open Board Director Position' to immediately follow the approval of the agenda.

Unfinished Business: a. Discussion of open Board Director Position: Director Brown read the resignation letter from Chairman Sherman. A motion was made by Director Brown, and unanimously carried, that Jay Walp be accepted as a new member of the Board of Directors to fill the vacant position expiring May 2018.

A motion was made by Director Brown, and unanimously carried, that Scott Fields be accepted as a new member of the Board of Directors to fill the vacant position expiring May 2018.

Director Wood swore in the new Board members. The new members joined the Board for the remainder of the meeting at 7:17 pm. Director Mulvihill, participating via phone, left the meeting at 7:18 pm.

Minutes: The Board next considered the minutes from the regular meeting of October 11, 2016. A motion was made by Director Brown, and unanimously carried, the minutes be approved.

Budget Hearing: The Budget Hearing was opened at 7:21 pm. Chief Homer reviewed the proposed 2018 budget, stating that there is \$15,000 of SOT included in the Elbert County Property Tax income line item. In addition, he stated that he had made some changes to how various items were classified to better reflect the categories. As part of preparing the budget Chief Homer worked with the appropriate department members to determine what specific expenses would need to be purchased and an estimated cost to try to get the budget closer to actuals.

Chief Homer pointed out the budget contains the lease purchase amount for 2018 for the two outstanding leases the department has for equipment. In addition, there are capital expenses that include \$30,000 for equipment, \$20,000 for cisterns, and \$2,500 for radios. The budget is balanced and will be finalized after the final property tax valuations are received. The budget hearing was closed at 7:45 pm.

Financials: Ms. Homer presented a Balance Sheet that reflects reconciled bank balance only for Colotrust and the Improvement accounts through October. Ms. Homer presented the Profit and Loss for October/November, pointing out a donation from an oil company that has wells in the District. She also pointed out that the reimbursable income and expense is associated to a donation meant for Lilly. The quarterly dispatching fee is included in the expenses and the training expenses are associated to two members taking classes to be able to do CPR training. The legal fees are for attorney fees for September and also to have the budget hearing notice published. The fuel costs are through October and the truck repair cost is to replace the auto charger on E231. Ms. Homer stated that the year to date surplus is \$77,300.79 through November 8.

A motion was made by Director Brown, and unanimously carried, that the financial reports be accepted and the bills be approved.

Public Comment: None.

Correspondence: Chief Homer stated that a donation had been received from Nu Star Energy for \$1,000.

Chief's Report: Chief Homer stated that the reimbursement paperwork for the Firefighter Safety and Disease Prevention grant has been submitted and approved. The VFA grant is still in process and needs to be closed by January 1, 2017. The SAFER grant was not approved. Chief Homer stated that all trucks are up and running.

Additionally, Chief Homer stated there were 17 calls in October, 6 medicals with 3 transports, 1 structure fire mutual assist, 1 smoke investigation, 4 mutual assists, 2 wildland fires, 1 smoke alarm, and 2 stand downs. Anticipate that there will be about 160 calls this year, which is an increase of approximately 40 calls.

Finally, Chief Homer stated that the tree lighting is on November 18 and the department party will be on January 21 at 6:30 at the hall. There will not be a family night in December because of the holidays. For the Bazaar, the department is doing a silent auction for the Firefighter Fund which will use the proceeds to buy Christmas presents for Lilly.

ECCA Report: None.

New Business: a. Action Item Review: Ms. Homer provided a medical billing report as to what has been billed and to whom and what has been received year to date.

Director Fields stated that the new County Emergency Manager would be stopping by to make a visit to the department.

There being no further business to come before the Board, a motion was made by Director Fields, and unanimously approved, the meeting be adjourned at 8:22 pm.

Respectfully submitted:

Recording Secretary to the Board

Approved:

By: _____

By: _____

By: _____

By: _____

By: _____

Reviewed:

By: _____

By: _____