

MINUTES OF THE REGULAR BOARD MEETING OF THE  
ELBERT FIRE PROTECTION DISTRICT  
October 11, 2016

The regular meeting of the Elbert Fire Protection District Board of Directors was held on October 11, 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  
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  
Wanda Randall, Community Member  
Thomas Gresham, Community Member  
Scott Field, Community Member  
Jay Walp, Community Member  
Debra Sherman, Community Member

At 7:03 pm, the regular meeting of the Elbert Fire Board was called to order.

Agenda:                              The Board considered the proposed agenda. A motion was made by Director Mulvihill, and unanimously carried, that the agenda be approved.

Minutes:                             The Board next considered the minutes from the regular meeting of September 13, 2016. A motion was made by Director Brown, and unanimously carried, the minutes be approved. The Board next considered the minutes of the executive session. A motion was made by Director Mulvihill, and unanimously carried, the minutes be approved. The Board finally considered the minutes of the pension meeting. A motion was made by Director Brown, and unanimously carried, the minutes be approved.

Financials:                         Ms. Homer presented a Balance Sheet that reflects reconciled bank balances for all accounts through September 30, although Wells Fargo is through September 12 because that is the date the account was opened. Ms. Homer presented the Profit and Loss for September/October, pointing out that a payment from private insurance and a donation from a community member. She also pointed

out that Elbert County includes two property tax payments for the month and one month for El Paso County. The reimbursable income and expense is associated to the slash cleanup. The station maintenance is associated to the purchase of new flags and auto door closers. The uniform expense is for new uniforms for members. Ms. Homer pointed out that to prepare for fire prevention day at the school some supplies were purchased. The quarterly firefighting pay was done and reflected in the statements. The data capital outlay is for the tough books and the notebook paid partially through a grant. The station capital outlay is for the security cameras for the station. Ms. Homer stated that the year to date surplus is \$84,933.97 through October 11.

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: None.

Chief's Report: Chief Homer stated there were three new candidates for the month. Chief Homer stated that the VFA grant was approved through the state for \$9,800 and requires a 50% match, but the Department's portion will be paid with a credit with the wildland equipment vendor. The reimbursement from the Fire Prevention and Disease grant has been submitted. The Department has not heard anything about the SAFER grant yet and the next award date is mid to end of December. Chief Homer stated that after having the security cameras installed he has identified a couple of blind spots, so he will be putting in two more cameras for \$320 plus the install.

Additionally, Chief Homer stated there were 16 calls in September, 9 medicals with 8 transports, 1 glider crash, 1 car fire mutual assist that the Department was stood down on, 1 grass fire, 1 smoke investigation, 2 illegal burns, and 1 lockout.

Chief Homer stated that based on the Boards conditional approval of the motion to purchase the property, both he and the owner talked to the State Well Advisory Board and were told that a well can be done on the site. Ms. Homer will write a check for the \$5,000 and have Director Brown sign before the next meeting.

Finally, Chief Homer presented the preliminary budget for 2017 and stated that he still has approximately \$6,000 to disburse to expenses to balance the budget. He stated that the Board should review the proposed budget and that there would be a budget hearing in November. Chairman Sherman asked how grants show up on the budget and Chief Homer explained that they are not normally put into the budget at all. Chief Homer also stated that the final beginning fund balance won't be available until January and the Department won't receive the

final valuation numbers until late December, but that the budget does reflect the TABOR contingency and the additional contingency traditionally set aside.

ECCA Report:

Lieutenant Marchese stated that ECCA released their 2017 budget. Based on the budget the Department will pay approximately \$1,000 for dispatching fees in 2017.

New Business:

a. New Board Director position: Two candidates applied for the open Director position, Jay Walp and Scott Field. Both candidates provided a background and answered questions raised by the Board. Chairman Sherman asked for clarification as to when the position had to be filled and Chief Homer stated that it could wait until November. A decision was made that the Board would have an executive session starting at 6:30 PM prior to the November Board meeting at 7 PM. Mrs. Randall asked how long the term was of the open position and was told it would be open for re-election in May of 2018.

b. Action Item Review: Ms. Homer asked if the Board still wants medical billing to continue to be an action item and Chairman Sherman stated he would like to have it stay until all types of billing have been received.

There being no further business to come before the Board, a motion was made by Director Sherman, and unanimously approved, the meeting be adjourned at 8:03 pm.

Respectfully submitted:

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Recording Secretary to the Board

Approved:

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Reviewed:

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_