



Fire Protection District

Protecting Lives and Property Since 1962

RECORD OF PROCEEDINGS Fairmount Fire Protection District Board of Directors Regular Meeting August 14, 2019

Vice President Tom Young called to order the Regular Business Meeting of the Fairmount Fire Protection District Board of Directors on Wednesday, August 14, 2019 at 4:00 P.M.

Chairman Tom Young led the Pledge of Allegiance.

A moment of silence was observed for all fallen firefighters and police officers.

ROLL CALL:

Board Members Present:

Tom Young, Vice President/Acting Chairman

Steven Shimeall, Secretary

Mark Chenoweth, Treasurer

Craig Corbin, Director

President Robert Wilson II is unable to attend today's meeting.

On a motion by Treasurer Chenoweth, with a second by Secretary Shimeall, the Board unanimously voted to excuse President Wilson.

Also present were: Fire Chief Alan Fletcher, Assistant Chief Joel Hager, Attorney for the District Kelley B. Duke, and District personnel: Office Manager DeAnn Boyles, Administrative Assistant Nicole Rendon, Fire Marshal Neil Rosenberger, and Deputy Fire Marshal Robert Ipatenco.

GUESTS PRESENT:

None

APPROVAL OF THE AGENDA:

The Board reviewed the agenda for the August 14, 2019 Board meeting, with no corrections noted.

On a motion by Treasurer Chenoweth, with a second by Secretary Shimeall, the Board unanimously approved the agenda for the August 14, 2019 Board meeting as presented.

APPROVAL OF MINUTES:

The Board reviewed the minutes of the July 10, 2019 Board meeting, with no corrections noted.

On a motion by Treasurer Chenoweth, with a second by Secretary Shimeall, the Board unanimously approved the minutes of the July 10, 2019 meeting as presented

The Board reviewed the minutes of the Special meeting held on July 17, 2019, with no corrections noted.

On a motion by Treasurer Chenoweth, with a second by Secretary Shimeall, the Board unanimously approved the minutes of the July 17, 2019 Special meeting as presented

GUEST SPEAKERS:

None

SECRETARY'S REPORT:

No Report

TREASURER'S REPORT:

(See attached Funds Report)

Treasurer Chenoweth read the General Funds Report for August 14, 2019 in the amount of \$4,224,518.60. Treasurer Chenoweth noted that he had not been able to check the reconciliation because he has had trouble accessing his Fairmount Fire email. Other Board members stated that they have had the same problem.

Office Manager Boyles told the Board that there were no problems on the reconciliations. She also said that the new accountant Nancy Weiss from Community Resource Services (CRS), CRS Information Technology (IT)

Manager, and the District's IT Manager are working on getting remote access, to enable CRS to work on the Journal Entries in order to get an overview of the District's payroll and accounting system before visiting the District on August 27th.

Treasurer Chenoweth clarified for the Board, the check writing process. Chief Fletcher approves the accounts payable, then Office Manager Boyles enters them into the system and generates the checks, which the Board then reviews and signs. It was also clarified that the Board may, at any time, review the actual invoices in advance of/ or while signing any check. This gives the District a three-step review process of the accounts payable. He stated that the District's Auditor, Fiscal Focus Partners, is working under a misconception of the District's process.

Treasurer Chenoweth asked that Chief Staff reach out to Fiscal Focus Partners and let them know that the Board feels there is a misunderstanding of the accounts payable process. Attorney Duke stated her agreement and suggested that the District should ask for an amendment in the Audit on that item. Otherwise, it appears the District has an issue with the review process, when there really is none.

Treasurer Chenoweth asked that Chief Staff formally respond to the Board at one of the next Board meetings.

On a motion by Director Corbin, with a second by Secretary Shimeall, the Board unanimously voted to approve the August 14, 2019 Treasurer's Report in the total amount of \$4,224,518.60 and to pay the bills as presented.

CHIEF'S REPORT:

(See Attached Chief's Report)

Chief Fletcher asked if there were any questions on the Chief's Report. There were none.

Chief Fletcher told the Board that he attended a seminar that included a presentation by Colorado Statewide Investment Pool (CSIP) which specializes in investment strategies for Government entities. Chief Fletcher gave the Board a summary about CSIP and said he intends to speak with them and present more details at the next meeting. Brief discussion ensued.

Vice President Young asked about deployments. Chief Fletcher said that so far this year there have been no wildland engine deployments. Several FIRE Team members have been deployed.

OLD BUSINESS:

None.

ATTORNEYS' REPORT:

Attorney Kelley B. Duke asked if the Board had any question on the Attorney's report. There were no questions.

Attorney Duke stated that it has been a quiet month. She and Attorney Ferguson have worked on some items with Chief Fletcher, which are detailed on the Attorneys' report. She noted that there is an item on the agenda to consider a Resolution regarding the adoption of the 2018 Fire Code.

NEW BUSINESS:

Resolution Adopting the 2018 Fire Codes.

Chief Rosenberger stated that he attended the Jefferson County Commissioner's meeting, at which adoption of the 2018 Fire Codes was discussed. He stated that the Commissioners adopted the majority of the 2018 Code, however they did not adopt, and will not enforce, the Wildland Urban Interface (WUI) Code. It was stated that the District is the only fire agency in Jefferson County that incorporated the WUI Code into their codes. Chief Rosenberger explained his understanding of the County's decision.

Attorney Duke stated that, pursuant to the adoption of the Amended 2018 Fire Code by the County, she has removed the WUI Code language from the new Resolution adopting the 2018 Fire Code: Resolution #19-0814. That Resolution will supersede Resolution #19-0410 which was approved on April 10, 2019.

On a motion by Treasurer Chenoweth, with a second by Secretary Shimeall, the Board voted unanimously to approve Resolution #19-0814, adopting the amended 2018 Fire Code.

NEXT MEETING:

The next regular Business meeting will be held on Wednesday, September 11, 2019 at 4:00 P.M.

ANNOUNCEMENTS:

None

ADJOURNMENT:

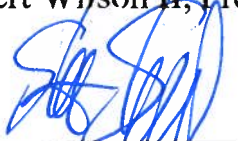
On a motion by Director Corbin with a second by Secretary Shimeall, the Board voted unanimously to adjourn the meeting at 4:15 P.M.

APPROVAL:

We attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Fairmount Fire Protection District, are a true and accurate record of the meeting held on the date stated above.



Robert Wilson II, President



Steven Shimeall, Secretary