



# *Fire Protection District*

Protecting Lives and Property Since 1962

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## RECORD OF PROCEEDINGS Fairmount Fire Protection District Board of Directors Regular Meeting January 9, 2019

Chairman Robert Wilson II, called to order the Regular Business Meeting of the Fairmount Fire Protection District Board of Directors on Wednesday, January 9, 2019 at 4:20 P.M.

Chairman Robert Wilson II led the Pledge of Allegiance.

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

### **ROLL CALL:**

Board Members Present:

Robert Wilson II, President/Chairman

Tom Young, Vice President

Steven Shimeall, Secretary

Mark Chenoweth, Treasurer

Craig Corbin, Director

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, Deputy Fire Marshal Robert Ipatenco, Lieutenant Matt Gold and Engineer Kenny Abeyta.

### **GUESTS PRESENT:**

None

**APPROVAL OF THE AGENDA:**

The Board reviewed the agenda for the January 9, 2019 Board meeting, with a correction requested to change the date to reflect 2019 instead of 2018.

On a motion by Treasurer Chenoweth, with a second by Secretary Shimeall, the Board unanimously approved the agenda for the January 9, 2019 with the aforementioned date change.

**APPROVAL OF MINUTES:**

The Board reviewed the minutes of the December 12, 2018 Board Meeting, with the following corrections noted. Treasurer Chenoweth said that he requested, regarding the Capital Improvement Fund Budget and in particular the Station 33 remodel in the amount of \$500,000.00 that Chief Staff bring expenditures pertaining to the station remodel back to the Board for approval. Chief Staff stated that this is the policy and they will continue to follow policy. Additionally, Treasurer Chenoweth asked that in the Capital Improvement Budget, and in particular the Training Center budget, the wording as currently stated regarding moving the Training Center, be changed from “the goal” of moving the Training Center to read the “future requirement” of moving the Training Center. No other corrections were noted.

On a motion by Treasurer Chenoweth, with a second by Secretary Shimeall, the Board unanimously approved the minutes of the December 12, 2018 meeting subject to the aforementioned changes noted by Treasurer Chenoweth.

**GUEST SPEAKERS:**

Chief Fletcher asked Lieutenant Matt Gold and Engineer Kenny Abeyta to stand. Chief Fletcher proceeded to recognize both Lieutenant Gold and Engineer Abeyta for their work as part of the Aerial Apparatus Committee. Chief Fletcher presented them with a challenge coin. Kudos were given to the two officers by the Board for a job well done.

**SECRETARY'S REPORT:**

No Report

**TREASURER'S REPORT:**

(See attached Funds Report)

Treasurer Chenoweth read the General Funds Report for January, which included both the current balance reflected on the Colorado Business Bank customer

website as well as the current Quick Books balance reflected after the payables. Treasurer Chenoweth turned the floor over to Office Manager Boyles to explain the reconciliation difficulties with the November and December 2018 general fund statements.

Office Manager Boyles told the Board that for the first time since she has been here she was unable to reconcile with the statement from the bank. There was some difficulty in November, and she had scheduled the District's accountant to assist with the reconciliation issue. However after several scheduled dates were cancelled it has become apparent that the District would need to look at other options for accounting help when needed.

In the meantime, Office Manager Boyles and Administrative Assistant Rendon know that the reconciliation discrepancies have to do with Fire Team payments and very likely a missed step in the quick books entry process. They are looking at all of the payments made to FIRE Team members for a couple of months, and are cross checking all entry and payment information. This is a lengthy process, but it's necessary to resolve the reconciliation. Office manager Boyles thanked the Board for their patience with this situation. Chairman Wilson suggested that once the reconciliation is done, Chief Staff shall e-mail the results to the Board members.

On a motion by Director Corbin, with a second by Secretary Shimeall, the Board unanimously voted to approve the January 9, 2019 Treasurer's Report as presented, in the total amount of \$2,403,806.72 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, however, a comment was made that the date of the report should be changed to 2019.

Chief Fletcher told the Board about a yearbook style commemoration for the District. The book will include the District's History as well as photos. A date will be set aside at the end of April for professional photographer to come to the District and take pictures of all the Board members and District personnel. The District intends to allow access to the photographer by District members for family

photos. Those photos will be taken at the member's own expense. More information to follow.

Chief Fletcher told the Board that the Truck 31 dedication ceremony for the new aerial will be this next Saturday at 3:00 PM at Station 31. The new truck will proceed up Isabell Street and will be sprayed down by the District's current apparatus and then by the old apparatus that it is replacing. After that it will be christened, and dedicated to retired member Virgil Johnson who passed away last February. Virgil's wife Beverly Johnson and some of his family will be joining in the celebration.

**OLD BUSINESS:  
NONE**

**ATTORNEYS' REPORT:**

Attorney Kelley B. Duke thanked the Board for their support during the time that she was away on leave of absence. Attorney Duke asked if the Board had any question regarding the Attorney's report. There were no questions.

**NEW BUSINESS:**

Chief Fletcher told the Board that strategic plan included in the Board material is simply so that Board members have time to review it before the February 13<sup>th</sup> meeting, when it will be addressed. Chief Fletcher went over the significant changes to the 2019 Strategic Plan layout and the numbering references that are now included that pertain to the accreditation process and the performance indicators, as well as the self-assessment manual.

Chief Fletcher told the Board that the District is looking at adopting the 2018 International Fire Code, the information on the new fire code is included for the Board to review over the next month as code adoption is considered. Chief Fletcher turned the floor over to Fire Marshal Rosenberger who introduced the 2018 International Fire Code and the resolutions to adopt both the new fire code and the Wildland Urban Interface (WUI) Code. Chief Rosenberger proceeded to go over the both the proposed fire code as well as the WUI code and requirements for property owners. Much discussion ensued.

Chief Rosenberger told the Board that the District must hold a public hearing in order to adopt new codes, Chief Staff will publish a notice in the Golden Transcript

for the February 13, 2018 meeting, and then the Board can move to adopt at the March 13, 2018 meeting if desired.

Treasurer Chenoweth asked for discussion regarding the District providing ambulance service. There was much discussion as to the nuances, pros and cons of running an ambulance service. Basically if a District does not run at or over 2500 calls a year it does not really work well for a District.

**NEXT MEETING:**

The next regular Business Meeting will be held on Wednesday, February 13, 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 5:10 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.

  
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Robert Wilson II, President

  
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Steven Shimeall, Secretary