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**MINUTES OF THE BOARD OF DIRECTORS
OF THE HARTSEL FIRE PROTECTION DISTRICT
APRIL 13, 2017**

CALL TO ORDER / PLEDGE: The meeting was called to order at 5:29 pm. Present were; Linda Bjorklund, Bill Schwartzkopf, Susan Borgardt, Susan Jones, Mark Iverson, Chief Jay Hutcheson, Assistant Chief Chris Tingle, Linda Iverson and Guests.

APPROVAL OF AGENDA: A motion to approve agenda as presented, a motion was made by Mark I. and seconded by Bill S. All "Yes", no opposition, motion carried.

APPROVAL OF MINUTES DATED MARCH 9, 2017: A motion to approve the minutes for the March 9, 2017 Board Meeting as presented was made by Susan B. and seconded by Bill S. All "Yes", no opposition, motion carried.

CITIZENS COMMENTS: NONE

BOARD CONCERNS OR COMMENTS: Mark I. is 911 reverse calling in place for cell phones? Working on the reverse 911 call as we speak.

OLD BUSINESS:

A. Employee Contracts:

1. A motion to approve the Employee Contract for Chris Tingle – Chief position was made by Mark I. and seconded by Susan B. Roll call; Linda Bjorklund, Bill Schwartzkopf, Susan Borgardt, Susan Jones, Mark Iverson, all "Yes", no opposition, motion carried.
2. A motion to approve the Employee Contract for Richard Mumm – Assistant Chief position was made by Bill S. and seconded by Susan B. Roll call; Linda Bjorklund, Bill Schwartzkopf, Susan Borgardt, Susan Jones, Mark Iverson, all "Yes", no opposition, motion carried.

B. Member Handbook – 2nd Reading: A motion to approve the Member Handbook as presented for the second reading was made by Mark I. and seconded by Bill S. Roll call; Linda Bjorklund, Bill Schwartzkopf, Susan Borgardt, Susan Jones, Mark Iverson, all "Yes", no opposition, motion carried.

C. Audit Engagement Letter – Haynie & Company: A motion to approve and sign the Engagement Letter from Haynie & Company was made by Mark I. and seconded by Susan B. Roll call; Linda Bjorklund, Bill Schwartzkopf, Susan Borgardt, Susan Jones, Mark Iverson, all "Yes", no opposition, motion carried.

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NEW BUSINESS:

- A. Awards Banquet: Chris would like to use Riverside Trophies to purchase the merchandise for this year's awards banquet. The Board would like to see an approximate or a detail quote for the cost of the merchandise requested.
- B. Station 7 – Generator: The inverter is 220 and cannot use a 120. Chris and Rich will resolve the issue.
- C. Cost Recovery: Minimum response fee is \$300.00 to all non-district entities, every time the HFPD trucks roll.
 - 1. A motion to move forward with the Cost Recovery Resolution was made by Mark I and seconded by Bill S. consensus vote all "Yes", no opposition, motion carried.
 - 2. A motion to send the invoice to Great West Casualty for Highway 9 – Hay Truck Fire, incident date March 19, 2017 was made by Mark I. and seconded by Bill S. Roll call; Linda Bjorklund, Bill Schwartzkopf, Susan Borgardt, Susan Jones, Mark Iverson. All "Yes", no opposition, motion carried.
- D. Turn-out Gear: (Including helmets) A motion to replace a quantity of 2 Turn-out Gear's (in critical time frame), (not to exceed \$5,000.00) was made by Mark I. and seconded by Bill S. Roll call; Linda Bjorklund, Bill Schwartzkopf, Susan Borgardt, Susan Jones, Mark Iverson. All "Yes", no opposition, motion carried.

FINANCIALS:

- A. Accept Financials: (see attached) A motion to accept the Financials as presented was made by Susan B. and seconded by Bill S. Roll call; Linda Bjorklund, Bill Schwartzkopf, Susan Borgardt, Susan Jones, Mark Iverson. All "Yes", no opposition, motion carried.
- B. Approve Bills: A motion to approve the bills as presented was made by Mark i. and seconded by Bill S. Roll call; Linda Bjorklund, Bill Schwartzkopf, Susan Borgardt, Susan Jones, Mark Iverson. All "Yes", no opposition, motion carried.
- C. Transfer of Funds: A motion to transfer \$40,500.00 (\$36,000.00 to the General Fund to pay bills, \$2,500.00 to the Travel Debit account and \$1,500.00 to Petty Cash) was made by Susan B. and seconded by Mark I. Roll call; Linda Bjorklund, Bill Schwartzkopf, Susan Borgardt, Susan Jones, Mark Iverson. All "Yes", no opposition, motion carried.
- D. Documents / Checks: All documents and checks signed.

CHIEFS REPORT:

- A. Calls to Date: 89
- B. Impact Fees to Date: 9
- C. Trucks: Tender 7-3 – leak repaired, Starter for 7-5, Batteries for 7-1 and Utility 7-1 has flat-bed mounted.

ADJOURNMENT: A motion was made by Mark I. and seconded by Susan B. to adjourn the meeting. All "Yes", no opposition, motion carried. Meeting adjourned at 6:54 pm.

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**THESE MINUTES ARE OFFICIAL RECORD OF THE PROCEEDINGS OF THE MEETING,
SIGNIFIED BY BOARD MEMBERS SIGNATURES BELOW.**

Signed: Linda Bjorklund Date: 11 May 2017
Linda Bjorklund – Board Chair

Signed: William Schwartzkopf Date: 5-11-17
William Schwartzkopf – Board Vice-Chair

Signed: Susan Borgardt Date: 5-11-17
Susan Borgardt – Treasurer

Signed: Susan Jones Date: 5-11-17
Susan Jones – Secretary

Signed: Mark Iverson Date: 5/11/17
Mark Iverson – Board Member