

*W.S.*

**MINUTES OF THE BOARD OF DIRECTORS  
OF THE HARTSEL FIRE PROTECTION DISTRICT  
NOVEMBER 9, 2017**

**CALL TO ORDER / PLEDGE:** The meeting was called to order at 5:02 pm. Present were; Bill Schwartzkopf, Mark Iverson, Susan Borgardt, Susan Jones, Cindy McArthur, Chief Chris Tingle, Assistant Chief Rich Mumm, Linda Iverson, Sarah Roecker – Alpine Bookkeeping, Tom George and Pat Hrbacek – Spencer Fane Legal representatives and Guests.

**APPROVAL OF AGENDA:** A motion to approve agenda as amended was made by Mark I. and seconded by Cindy M. Vote all “Yes”, no opposition, motion carried.

**APPROVAL OF MINUTES DATED OCTOBER 12, 2017:** A motion to approve the minutes for the October 12, 2017 Board Meeting as presented was made by Mark I. and seconded by Susan B. All “Yes”, no opposition, motion carried.

**CITIZENS COMMENTS: NONE**

**BOARD CONCERNS OR COMMENTS: NONE**

**OLD BUSINESS:**

- A. Introductions: Spencer Fane – Legal Services and Sarah Roecker – Bookkeeper
  - A 1. Spencer Fane – Attorneys Pat Hrbacek and Tom George: Initial meeting with The Hartsel Fire Protection District Board of Directors as our new law firm.
  - A 2. Alpine Bookkeeping – Sarah Roecker: Initial meeting with The Hartsel Fire Protection Board of Directors as our new Financial / Bookkeeping Assistant. SDA Trainings: Trainings were excellent and utilized for the board workshop discussions.
- B. 2018 Budget: Line item added to the budget for the Hartsel Community Center. A motion to approve the 2018 Budget Proposal as presented was made by Susan B. and seconded by Susan J. Roll call; Bill Schwartzkopf, Mark Iverson, Susan Borgardt, Susan Jones, Cindy McArthur. All “Yes”, no opposition, motion carried. The date of the next meeting changed to December 13, 2017 to allow time for the final budget to be received by Park County Government. A motion was made by Susan B. and seconded by Susan J. Roll call; Bill Schwartzkopf, Mark Iverson, Susan Borgardt, Susan Jones, Cindy McArthur. All “Yes”, no opposition, motion carried.
- C. Community Center: Discussion regarding Lease Agreement and Insurance, tabled until December Board Meeting. A motion was made by Mark I. and seconded by Cindy M. All “Yes”, no opposition, motion carried.

**NEW BUSINESS:**

- A. EMT Class – Assistant Chief Rich Mumm: The cost for EMT Class for Rich is \$2,300.00. Class will start the middle of January 2018 in Leadville. A motion to pay up to \$2,300.00

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for EMT Training Class for Assistant Chief Rich Mumm was made by Susan B. and seconded by Mark I. Roll call; Bill Schwartzkopf, Mark Iverson, Susan Borgardt, Susan Jones, Cindy McArthur. All "Yes", no opposition, motion carried.

- B. Haynie & Company – Engagement Letter for 2017 Audit: A motion to exempt the 2017 Audit was made by Susan B. and seconded by Cindy M. Roll call; Bill Schwartzkopf, Mark Iverson, Susan Borgardt, Susan Jones, Cindy McArthur. All "Yes", no opposition, motion carried.

**FINANCIALS:**

- A. Accept Financials: A motion to accept the Financial report as presented was made by Susan B. and seconded by Mark I. Roll call; Bill Schwartzkopf, Mark Iverson, Susan Borgardt, Susan Jones, Cindy McArthur. All "Yes", no opposition, motion carried.
- B. Approval of Bills: A motion to approve payment of the bills as presented was made by Mark I. and seconded by Susan J. Roll call; Bill Schwartzkopf, Mark Iverson, Susan Borgardt, Susan Jones, Cindy McArthur. All "Yes", no opposition, motion carried.
- C. Approval of Fund Transfers: A motion to transfer \$18,500.00 to the General Fund to pay bills TBK Bank - Money Market account was made by Mark I. and seconded by Susan B. Roll call; Bill Schwartzkopf, Mark Iverson, Susan Borgardt, Susan Jones, Cindy McArthur. All "Yes", no opposition, motion carried.
- D. Documents / Checks: All documents and checks signed.

**CHIEFS REPORT:** The Hartsel Fire Protection District will be getting flashing lights at both intersections of Highway 9 and Highway 24, with activation remotes for the trucks. Firefighter Task Books have been distributed to the Volunteers. The purchase of the 1994 Suburban was turned down by Chief Chris Tingle, to large for the needs.

A. Calls to Date: 275

B. Impact Fees to Date: 38

**ADJOURNMENT:** A motion was made by Susan B. and seconded by Mark I. to adjourn the meeting. All "Yes", no opposition, motion carried. Meeting adjourned at 5:59 pm.


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

Signed:  Date: 12-13-2017  
William Schwartzkopf – Board Chair

Signed:  Date: 12/13/17  
Mark Iverson – Board Vice Chair

Signed:  Date: 12-13-17  
Susan Borgardt – Board Treasurer

Signed:  Date: 12-13-17  
Susan Jones – Board Secretary

Signed:  Date: 12/13/17  
Cindy McArthur – Board Member