

**MINUTES OF THE BOARD OF DIRECTORS
OF THE HARTSEL FIRE PROTECTION DISTRICT
BOARD MEETING
JULY 11, 2013**

The meeting of the Board of Directors of the Hartsel Fire Protection District was held on Thursday, July 11, 2013 at station 1, 86 Valley Avenue, Hartsel, CO 80449.

MEETING CALLED TO ORDER: The meeting was called to order at 6:04 pm when all present stood for the Pledge of Allegiance. Those present were: Jeff Winter, Bill Schwartzkopf, Susan Jones, Linda Bjorklund, Jim Eldridge, Chief Jay Hutcheson, administrative assistant Clea Grey and guests. A motion was made by Linda and seconded by Bill to move the regularly scheduled Pension Board meeting to after the Fire Board meeting. There was no opposition, the motion carried.

APPROVAL OF AGENDA: It was noted that an item needed to be added to the agenda: Item 8B, 2014 Budget and Financial Outlook. A motion was made by Linda and seconded by Bill to approve the agenda as amended. There was no opposition, the motion carried.

APPROVAL OF THE MINUTES DATED JUNE 13, 2013: A motion was made by Bill and seconded by Linda to approve the minutes as presented. There was no opposition the motion carried unanimously.

CITIZENS' COMMENTS: There were not citizens' comments presented.

BOARD COMMENTS: The board recognized the sad passing of Jim Coggins (former Commissioner of Park County) Doris Rottenkrant and Jennifer Bishop.

FINANCIALS:

- A. A motion was made by Bill and seconded by Jim to accept the financials as presented. Vote: Jeff, Bill, Susan, Linda and Jim all "yes" votes. There was no opposition, the motion carried unanimously.
- B. A motion was made by Bill and seconded by Jim to approve the bills as presented. Vote: Jeff, Bill, Susan, Linda and Jim all "yes" votes. There was no opposition, the motion carried unanimously.
- C. A motion was made by Bill and seconded by Jim to approve the transfer of \$32,000 from the money market account (\$30,000 to the general fund to pay bills and \$2,000 to the debit card account.) Vote: Jeff, Bill, Susan, Linda and Jim all "yes" votes. There was no opposition, the motion carried unanimously.

OLD BUSINESS:

- A. 2012 Audit document finalized and received.
- B. Engagement Letter: Cost for 2013 audit to be \$7,200. A motion was made by Linda and seconded by Bill to approve the Engagement Letter from ACM and to authorize Jay to sign the letter. Vote: Jeff, Bill, Susan, Linda and Jim all "yes" votes. There was no opposition, the motion carried unanimously.

NEW BUSINESS:

- A. Community Center: So as to be no conflict of interest it is disclosed that Linda Bjorklund and Susan Jones are officers of the board of the Community Center. They will discuss issues only and abstain from any vote.
 1. A grant is being sought to obtain money to paint the Community Center. The Hartsel Fire Board will be apprised of the results.
 2. Hartsel Fire Protection District insurance covers events held at the Community Center. Any events necessitating additional insurance (i.e. Jumping Castles) Hartsel Fire Protection District will be named as additional insured.
 3. The Community Center board is looking into the correct language for a lease to be drawn up with the Hartsel Fire Protection District that will denote the obligations of the Hartsel Fire

Protection District and the Community Center. That lease will then be presented to the Hartsel Fire board for approval.

4. No overnight camping will be allowed on Community Center property unless with prior approval and supervision. An ADA toilet is to be installed near the Community Center as soon as possible. A motion was made by Jim and seconded by Bill to seek grants for the cost of painting the building and the ADA toilet. Vote: Jeff, Bill, and Jim all "yes" votes. Linda and Susan abstained from voting. There was no opposition, the motion carried.
- B. 2014 Budget and Financial Outlook: Informational only: It appears there will be an approximate 28% or greater hit on the 2014 budget due to a decrease in 2014 tax revenues. The loss would be around \$153,624. A carryover of \$52,000 from 2013 to 2014. Our budget will be cut to bare essentials. We must take action now to survive the 2015 budget. More information coming in October 2013.

CHIEF'S REPORT: The tires on Tender 7/5 have timed out and need replacing. A motion was made by Bill and seconded by Jim to purchase tires for Tender 7/5 spending up to \$1,800. Vote: Jeff, Bill, Susan, Linda and Jim all "yes" votes. There was no opposition, the motion carried unanimously. All of the trucks are evaluated at the time of servicing. Squad 7/2 needs a clutch. Squad 7/4 has a cracked tank. The Chief has begun a new program and it is in the experimental stage for now. This program will be a weekend rotation duty where firefighters will spend time at a station and be available to respond to calls. This program is designed to help insure that all firefighters get adequate "on scene" experience. The rotation program may become a part of the pension requirements in the future. The reserves are not involved in this program.

ADJOURNMENT: A motion was made by Linda and seconded by Bill to adjourn the meeting. There was no opposition, the motion carried unanimously. Meeting adjourned at 7:48 pm.

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

Signed:  Date: 8/8/13
Jeff Winter

Signed:  Date: 8/8/2013
William Schwartzkopf

Signed:  Date: 8/8/2013
Linda Bjorklund

Signed:  Date: 8/8/13
Susan Jones

Signed: _____ Date: _____
James Eldridge