



**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
GREEN MOUNTAIN FALLS / CHIPITA PARK FIRE PROTECTION DISTRICT
HELD February 9, 2023, AT 6:30 P.M.**

Pursuant to posted notice, the regular meeting of the Board of Directors of the Green Mountain Falls / Chipita Park Fire Protection District was held on Thursday, February 9, 2023, at 6:30 PM, at Green Mountain Falls Fire Station, 2 Carsell Way, Green Mountain Falls, CO 80819, and via tele/video conference.

Attendance

In attendance were Directors:

Steve Walsh, President
Gary Florence, Treasurer
George Allen, Secretary
Megan Kelly, Director
Susan Turnbull, Director

Also in attendance were:

Adam Noel, WSDM District Managers
Chief Stephen Murphy, Green Mountain Falls Fire

1. Call to Order: President Walsh called the meeting to order at 6:34 PM.

2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures: Mr. Noel confirmed a quorum was present.

3. Approval of the Agenda: Director Allen moved to approve the Agenda as presented; seconded by Director Kelly. Motion passed unanimously.

4. Approval of Board Meeting Minutes from January 12, 2023, Meeting: After review, Director Allen moved to approve the January 12, 2023 Meeting Minutes as presented; seconded by Director Kelly. Motion passed unanimously.

5. Treasurer Report

- a. Acceptance of Unaudited Financial Statements as of January 31, 2023 – Balance Sheet and Profit and Loss/Budget Report: Director Florence discussed the deposit from El Paso County for taxes. After review, Director Allen moved to accept the Unaudited Financial Statements as of January 31, 2023; seconded by President Walsh. Motion passed unanimously.
- b. Reading of Monthly Bills & Cash Transfer Bills Were Submitted in the Amount of \$12,357.70, Transfer of \$10,000: After review, Director Turnbull moved to transfer \$10,000 and accept the Payables; seconded by Director Allen. Motion passed unanimously.

6. Equipment Report

- a. Discussion of Four Gas Meters: Director Allen announced that all gas meters are installed on fire trucks.
- b. Update on 862: No discussion as there was no update available.
- c. Generator: Chief Murphy discussed that all preliminary measuring has been completed for the generator and that the power will need to be turned off to the station to install the switch when the time comes.

7. New Business:

- a. New Vehicle: Director Allen discussed that the volunteer firefighters are deciding on a new vehicle for the fleet and are looking into purchasing a Toyota Tacoma. They would first like to get pre-approval from the Fire District Board to purchase this depending on the bidding process. The cost is looking to be about \$42,000 plus an additional \$10,00 for the lights, sirens, and equipment installation. Director Turnbull will meet with Chief Murphy before the next meeting to come up with a capital improvement list that can be prioritized and decided on at the next meeting.
- b. May 2023 Election: Mr. Noel explained the upcoming May 2023 election process and announced that there will be four directors up for election. If we are to receive more than four self-nomination forms, then the election will be required, if there are only four self-nomination forms, then we will have the option to cancel said election.
- c. Replacement of Station 2's Garage Heater: Director Allen moved to approve no more than \$6,000 to be spent on Station 2's new garage heater to include installation, contingent on all approved permits; seconded by Director Kelly. Motion passed unanimously.
- d. FPPA Retirement Increase Discussion: Director Allen discussed the options of increasing the current retirement payment from \$350/month up to either \$375 or \$400/month. The FPPA charges \$1,400 to review these options and make a recommendation on what the District can afford in the August/September 2023 time-frame. Director Allen moved to approve the \$1,400 for FPPA to perform the analysis; seconded by Director Turnbull. Motion passed unanimously.

8. Old Business

- a. Finalize Employee Handbook: Mr. Noel discussed what is needed from the Board to move forward with the draft employee handbook. Director Allen discussed his concerns that the draft handbook does not accurately reflect the needs and vision of the Fire District and would like to discuss further options with the Employers Council. Mr. Noel recommended that the Board do everything under the approved and signed engagement letter with Employers Council prior to making any final decisions. The board will further review their options separately and notify Mr. Noel when/if they would like him to reach back out to Sue Bias with Employers Council.
- b. Discussion on Merrett Construction: No discussion.

9. Public Comment: There was no public comment.

10. Other Business

- a. Mr. Noel discussed the outstanding SAFER grant and that the application process opens on February 13, 2023. The board tabled any further discussion regarding the merger with Cascade Fire Protection District and/or creation of a Fire Authority until further notice.
- b. Next Meeting scheduled for March 9, 2023, at 6:30 PM.

11. Adjournment: The Board adjourned the meeting at 8:09 PM.

Respectfully Submitted,
WSDM District Managers



By: Recording Secretary