

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE FIRE PROTECTION DISTRICT
HELD JANUARY 13, 2025 AT 6:30 PM**

A regular meeting of the Board of Directors of the Cascade Fire Protection District was held on Monday, January 13, 2025, at 6:30 PM, at Cascade Fire Station, 8015 Severy Road, Cascade, CO, and via video teleconference. The meeting was open to the public.

Directors in Attendance:

Mike Whittemore, President
Farris Issacson, Assistant Secretary
Bruce Seachris, Assistant Secretary
Steve Lewis, Treasurer

Excused:

Quentin Deramus, Assistant Secretary

Also in Attendance:

Adam Noel, WSDM District Managers
Karen Bodine, Fire Chief
Michael Wupper, Cascade Volunteer Fire Department
Brandon Simpson, Cascade Volunteer Fire Department

1. **Call to Order:** President Whittemore called the meeting to order at 6:30 p.m.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** Mr. Noel confirmed a quorum was present.
3. **Approval of Agenda:** Director Lewis moved to approve the Agenda as presented; seconded by Director Seachris. Motion passed unanimously.
4. **Approval of Board Meeting Minutes – November 11, 2024:** After review, Director Seachris moved to approve the November 11, 2024 Minutes; seconded by Director Lewis. Motion passed unanimously.
5. **Financial Matters**
 - a. **Acceptance of Unaudited Financial Statements as of December 31, 2024 – Balance Sheet and Profit and Loss/Budget Report:** Mr. Noel presented the Unaudited Financial Statements as of October 31, 2024 and advised the expenses was at 44% of budget, the general property tax collection was 5% above budget, the administrative/management expenses were 16% over budget, and the insurance was about 19% over budget. Mr. Noel advised the fire department expenses were double what was projected. Mr. Noel advised supplies and expenses for trucks were 11% over budget. Discussion was had regarding not receiving the radio maintenance invoice from the City. After review, President Whittemore moved to approve the Unaudited Financial Statements as of

October 31, 2024; seconded by Director Seachris. Motion passed unanimously.

- b. Ratification and Approval of Payables for the period ending January 13, 2025: Mr. Noel presented the Payables for the period ending January 13, 2025 and noted that the expense for the Christmas party that was not included in the payables was \$676.00. Mr. Noel advised of WSDM's new accounts payable process and that he receives and reviews the invoices and sends them to Sue or Paula for payment. Mr. Noel advised the Board that any address changes or other items could also be sent to him for updating. Director Seachris moved to approve the Payables for the period ending January 13, 2025 as amended; seconded by Director Issacson. Motion passed unanimously.

- 6. **Cascade Volunteer Fire Department Chief's Report:** Chief Bodine presented the Chief's Report and advised that the current membership was 14 active and 3 auxiliary. Chief Bodine reported that truck number 1810 went down for maintenance to the air brakes. Additionally, truck number 1870 was down for maintenance for the wiring on the light bar. Chief Bodine reported that the fire department used the grant from the Health and Safety Department to purchase Bunker in the amount of \$2250.00 for 4 sets of gear through GMF. Chief Bodine discussed the training plans for furthering the education of firefighters and expressed an interest in attending the Keystone conference this fall. Chief Bodine reported there were 8 calls and that 3 of them came from Green Mountain Falls so far this year and she reported that there were 420 calls in 2024. Chief Bodine noted that Mr. Wupper was on the Pension Board. Chief Bodine noted that she expected to receive the roster for 2025 that month.

7. **Old Business**

- a. VHF Communications Tower Damage: Chief Bodine informed the Board that the VHF repeater was down for maintenance and that the door was secured.
- b. Increased Response to Calls-Committee Update: Mr. Noel advised that Directors Allen and Kelly from Green Mountain Falls PD agreed to meet with the District and form a subcommittee. The Board noted the purpose of the meeting would be to discuss dividing the financial responsibilities between the Districts. Discussion was had about the cost of full and part-time employees.
- c. Library Building: President Whittemore reported that the appraisal was paid, and the purchase would move forward after the appraisal was completed.
- d. Pavement Repairs: No repairs had been made and that the contractor maintained they did the work that was in the contract. The District discussed getting bids for the repairs in the spring. Discussion was had regarding the county doing the repairs on their portion of the road.
- e. Fire Truck: Chief Bodine advised she was working with a fire truck consignment company that will assess the value of the truck and assist in the sale of it. The chief also mentioned doing research on the replacement of the truck.

8. **Legal Matters:** no update

9. **New Business:**

- a. Final Budget/Mill Levy Discussion: Mr. Noel advised that in November the Board approved the budget to increase the mill levy to 11.417, which was the legal

maximum and the allowable maximum of the service plan. Mr. Noel noted the mill levy was certified on December 15th. Mr. Noel projected the revenue for 2025 would be \$182,804. Discussion was had regarding how the new state legislation regarding the annual property tax revenue limit of 5.25% would affect the District's revenue. Discussion was had regarding the employee roles within the fire department and the process of firefighters who were on probation.

10. Public Comment: There was no public in attendance.

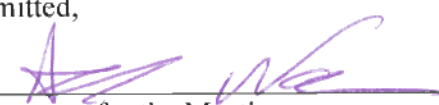
11. Other Business:

- a. Next Meeting scheduled for February 10, 2025 at 6:30 p.m.

12. Adjournment: The Board unanimously adjourned the meeting at 7:47 p.m.

Respectfully submitted,

By:


Secretary for the Meeting

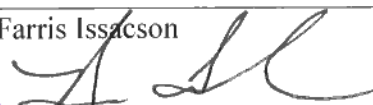
THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 13, 2025 MINUTES OF THE CASCADE FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Mike Whittemore

Quentin Deramus

x 
Steve Lewis

Farris Issacson

x 
Bruce Seachris