

DIVIDE FIRE PROTECTION DISTRICT

Board of Directors Meeting

Shoemaker Fire Station, 103 Cedar Mountain Road (Mail: PO Box 941), Divide Colorado, 80814

January 14th, 2020 at 6:00 p.m.

## MINUTES OF THE REGULAR MEETING

1. **Call to Order**

President Christensen called to order the regular meeting of the Board of Directors of the Divide Fire Protection District (DFPD) at 6:00 p.m.

**Attendance**

**Board members present:**

Tiffany Christensen – President

Candy Shoemaker – Vice President

Allison Mosser – Treasurer

Barry Pleshek – Secretary

Josh Weatherill – Director

**2. Review and Approve Agenda**

Motion by Director Shoemaker to approve the agenda. Second by Director Weatherill. The motion passed unanimously.

**3. Review, Approve, and Sign Minutes of Prior Meeting**

Motion by Director Shoemaker to approve the minutes of the previous board meeting. Second by Director Weatherill. The motion passed unanimously.

**4. Public Comment** – Lisa Pitts updated the board on progress of the District’s car seat safety check program. She is doing work throughout Teller County.

**5. Financial Matters**

 **A.** **Financial Reports** – see attached.

 **B**. **Purchase Orders** – Motion by Director Mosser to approve a purchase order for a fire extinguisher system for the fuel tank area for $2000. Tim O’Connell presented backup information supporting this purchase. Second by Director Pleshek. The motion passed unanimously.

Motion by Director Mosser to approve the financials. Second by Director Christensen. The motion passed unanimously. Diana Perkins will pursue closing the Verizon account for the tablet that is no longer being used.

**6. Chief’s Report –** Attached. Director Mosser will be closing the credit card for Chuck Buckley. Motion by Director Mosser to close the volunteer account that was being used for the toy drive, and disburse the remaining funds to the Teller County Fire Chief’s Association who will be handling the toy drive in the future. Second by Director Weatherill. The motion passed unanimously. There was also discussion regarding the weight room policy and who from outside the department is invited to use it. The board will review with new Chief Ryan Kennedy.

1. **Board Business Meeting Attendees** – Directors Shoemaker and Weatherill will attend the February meeting.

**7. Administrator Report** – attached.

 **A. Grants**

 **B. Fire Extinguisher & Shelter** – See purchase order approval above.

 **C. Member Retention Ad in Courier** – An ad will be run in the Courier with member photos and a note of appreciation.

 **D. Grant Authorization** - Motion by Director Mosser to authorize Tim O’Connell to apply for the 2020 VFA, S&DP, EMTS, and Gaming Grants. Second by Director Shoemaker. The motion passed unanimously.

 **E. Station Manager** – Diana Perkins reported that Manuel Reyes was considering another job due to health care costs. The board determined to offer Manuel some increased benefits and pay in order to encourage him to stay.

**8. Old Business**

1. **Financial Policies** – Director Mosser will get with Chief Kennedy regarding updating the district’s marijuana policy to align with attorney recommendations.

1. **Station Security -**  No issues during the month.
2. **Brush Truck –** The truck is estimated for a March 12th completion.
3. **Full Time Firefighter/ Chief Position –** No updates.
4. **District Administrator Position –** Director Shoemaker submitted proposed wording for an ad. She will run the ad in the Courier and the Mountain Jackpot.

It was also noted by Director Shoemaker that the station is having issues with wifi connectivity. This will be addressed with Zack and PC Touchup in the new year to investigate possible solutions.

**9. New Business**

 **A. Posting Places –** Motion by Director Mosser to pass Resolution 2020-01 Designating Posting Places and Dates of Meeting. Second by Director Weatherill. The motion passed unanimously.

 B. Election – Motion by Director Mosser to pass Resolution 2020-02, a resolution to hold an election, appoint a DEO with authority to cancel the election. Second by Director Weatherill. The motion passed unanimously. DEO Diana Perkins will run a call for nominations in the Courier.

**10. Executive Session** – not required.

**11. Adjournment**

Motion by Director Mosser to adjourn the meeting. Second by Director Weatherill. The motion passed unanimously. The meeting was adjourned at 8:32 p.m. The next regular meeting will take place on Tuesday, February 11th, at 6:00 p.m.

#### APPROVAL

We attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Divide Fire Protection District, are a true and accurate record of the meeting held on the date stated above.

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Name and Title Date

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Name and Title Date