

RECORD OF PROCEEDINGS

Regular Meeting

October 29, 2024

Chairman Hall called the regular meeting of the Board of Directors of the Lake City Area Fire Protection District to order at 6:00 p.m. in the fire station. Those Directors present were: Crystal Brown, Dennis Cavit (via video conference), and Evan Milski.

Director Boyce was absent.

Also present were: Bill Hagendorf, Manager (via video conference); Michelle Pierce, Secretary; and Greg Levine, firefighter.

MINUTES OF PREVIOUS MEETING

Director Milski moved, Director Brown seconded to approve the minutes of the September 24, 2024 regular meeting as circulated. The motion passed with all voting yes in a general vote.

BILLS PAYABLE

Director Brown moved, Director Milski seconded to approve payment of the bills as circulated. The motion passed with all voting yes in a general vote.

TREASURER'S REPORT

Director Milski moved, Director Brown seconded to approve the Treasurer's Report for the month ending September 30, 2024 as circulated. The motion passed with all voting yes in a general vote.

QUARTERLY BUDGET REPORT

The Directors reviewed the quarterly budget report for September 30, 2024.

BILLS FOR SERVICE – Status Report

The Directors read the status report submitted by Secretary Pierce.

MANAGER REPORT

The Directors read the report submitted by Manager Hagendorf (see attached).

Manager Hagendorf reported that the pump on Engine 1 needs to be replaced. He stated that recent pump testing revealed that it was operating at 1,250 gallons per minute rather than its rated 1,500 gallons per minute. He stated that he is waiting for an estimate on the cost of repairs which he thinks might be \$8,500 and noted that repairs might not be done before the end of the year.

FIRE MARSHAL REPORT

The Directors read the report submitted by Manager Hagendorf (see attached).

FIRE CHIEF REPORT

No report.

2025 BUDGET – Review 2nd Draft

The Directors reviewed and discussed the second draft of the proposed budget for 2025. Secretary Pierce stated that \$20,000 has been included for possible elections, along with \$8,500 for the replacement of the pump in Engine 1. There was some discussion regarding whether the pump replacement should be budgeted for in the Contingency Reserve Fund. The Directors agreed to consider this again next month after receiving the repair estimate.

BOARD OF DIRECTORS – Revised Fee Schedule

Manager Hagendorf stated that the fee schedule has been revised to include a dispatch fee of \$306 for out-of-district responses. He stated that dispatch fees are going to increase significantly in 2025 due to the expiration of the District's hardship waiver and that dispatch fees for out-of-district responses should be included in invoices to the property/vehicle owner.

BOARD OF DIRECTORS – Revised Fee Schedule (cont.)

Director Milski moved, Director Brown seconded to adopt the revised fee schedule to include a dispatch fee of \$306 for out-of-district responses. The motion passed with all voting yes in a general vote.

BOARD OF DIRECTORS – Review of Meeting Time

Secretary Pierce asked for clarification of the previous motion to change the meeting start time to 6:00 p.m. year-round, rather than changing it to 5:00 p.m. during the winter. The Directors agreed that it was their intent to change the meeting time to 6:00 p.m. year-round.

WEBSITE – Review of New Website and Accessibility, Secretary Pierce

Secretary Pierce reviewed the District’s new website with the Directors.

PERSONNEL – Fire Marshal, Update on Funding Discussion with Town and County, Manager Hagendorf & Secretary Pierce

Manager Hagendorf stated that he and Secretary Pierce met with the Hinsdale County Board of Commissioners and the Town of Lake City Board of Trustees regarding the need for an intergovernmental agreement with both entities to authorize the District to enforce the fire code and to compensate the Fire Protection District for the fire marshal’s time in doing so. Secretary Pierce stated that both entities had included a placeholder of \$6,000 in their 2025 budgets based on the District’s current level of funding for that position. It was noted that both entities have adopted the 2015 version of the fire code and the 2018 version of the building code. It was also noted that the position of fire marshal should be maintained under the umbrella of the Fire Protection District to facilitate information sharing and training.

After some discussion, the Directors agreed that each entity should compensate the District for the enforcement of the fire code at the rate of \$10,000 each. It was further agreed that the District will develop a fee schedule for additional inspections, beyond normal annual inspections, to be paid by applicants and business owners (i.e. plan review, etc.) which will be an attachment to the agreement. Additionally, it was agreed that each entity should adopt the 2018 version of the fire code in order to be consistent with the adopted version of the building code. It was also agreed that both entities should have their attorneys work on draft agreements that will have the same language.

The Directors agreed to discuss this matter further during the next joint workshop with the Town and County. Manager Hagendorf stated that he will work on a fee schedule to be attached to the agreement.

PERSONNEL – Fire Chief, 90-Day Review & Discussion

Manager Hagendorf stated that Joe Schultheis has decided to resign his position as fire chief. He stated that Joe lives in Gunnison and that he’s had difficulty in balancing the duties of fire chief with the needs of his family and demands of his work. Manager Hagendorf also stated that Joe has agreed to stay on for the next 60 days and will remain on the volunteer fire department, possibly as a lower-level officer. He stated that Joe will write a formal resignation and send it to Secretary Pierce for distribution to the Directors.

Chairman Hall expressed the board’s appreciation to Joe for his effort and service.

<u>BILLS PAYABLE TO AND FOR:</u>	<u>AMOUNT</u>	<u>FUND</u>
Bill Hagendorf – Contract Labor, District Manager	\$ 4,200.00	Gen.
Bill Hagendorf – Contract Labor, Fire Marshal	500.00	Gen.
Bill Hagendorf – Mileage Reimbursement, September 30-Oct.1, 2024	117.00	Gen.
Bill Hagendorf – Mileage Reimbursement, October 16 & 17, 2024	117.00	Gen.
Blue Spruce Building Materials – Fence Staining Materials	333.01	Gen.
CenturyLink – Phone Service	104.20	Gen.
Colton Hagendorf – Complete Painting at Station, Prime/Paint East Wall	420.00	Gen.
Front Range Fire Apparatus – Foam Pump for E1	1,362.98	Gen.
Gunnison County Electric Association – Electricity	87.79	Gen.
Hinsdale County – Diesel Fuel	83.21	Gen.
Michelle Pierce – Contract Labor, Secretary	750.00	Gen.
NFPA – Membership Dues	225.00	Gen.
Peak Alarm Co., Inc. – Alarm System Monitoring	83.19	Gen.
Simply Broadband Solutions – Broadband Internet	80.00	Gen.
Streamline – Website Support	100.00	Gen.
VISA – Annual Wyze Cam Plus Subs., Printer Cartridges	108.23	Gen.
Witmer Public Safety Group – 14 Personal Flashlights for PPE	1,074.85	Gen.
Crystal Early – Training Stipend	\$ 100.00	Gen.
Eli Loper – Training Stipend	25.00	Gen.
Evan Milski – Training Stipend	250.00	Gen.
Greg Levine – Training Stipend	100.00	Gen.
Joe Schultheis – Training Stipend	75.00	Gen.

<u>BILLS PAYABLE TO AND FOR: (cont.)</u>	<u>AMOUNT</u>	<u>FUND</u>
Michael Tuttle - Training Stipend	150.00	Gen.
Michael Ralph - Training Stipend	175.00	Gen.
Michael Carson - Training Stipend	125.00	Gen.
Nathan Wuest - Training Stipend	100.00	Gen.
Patrick Tubbs - Training Stipend	225.00	Gen.
Silas Hartman – Training Stipend	25.00	Gen.
Thomas Hamel - Training Stipend	25.00	Gen.
William Merfeld - Training Stipend	150.00	Gen.
Crystal Earley – Incident Response Stipend	75.00	Gen.
Eli Loper – Incident Response Stipend	25.00	Gen.
Evan Milski – Incident Response Stipend	175.00	Gen.
Greg Levine – Incident Response Stipend	100.00	Gen.
Joe Schultheis – Incident Response Stipend	100.00	Gen.
Josh Vortruba – Incident Response Stipend	25.00	Gen.
Michael Tuttle – Incident Response Stipend	125.00	Gen.
Michael Ralph – Incident Response Stipend	200.00	Gen.
Michael Carson – Incident Response Stipend	175.00	Gen.
Nathan Wuest – Incident Response Stipend	50.00	Gen.
Patrick Tubbs – Incident Response Stipend	250.00	Gen.
Silas Hartman – Incident Response Stipend	25.00	Gen.
Thomas Hamel – Incident Response Stipend	75.00	Gen.
William Merfeld – Incident Response Stipend	150.00	Gen.

ADJOURNMENT

There being no further business to come before the Board, Director Milski moved, Director Brown seconded to adjourn the regular meeting at 7:58 p.m., but to meet again at the next regular meeting on November 26, 2024. The motion passed with all voting yes in a general vote.

Chairman

ATTEST:

Secretary