

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District

January 13, 2010 7:00 p.m.

Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517

Board: President Sue Doyley, Vice President Frank Theis, Treasurer Bud Duryea, Jack Rumley

Staff: Chief Scott Dorman, Recording Secretary Bowser

Also Attending: Jim Austin

Absent: Board Member Bob Cheney

The following minutes reflect the order of the agenda and not necessarily the chronological sequence of the meeting.

President Sue Doyley called the meeting to order at 7:06 p.m.

Fire Chief Dorman led the Pledge of Allegiance

Secretary Bowser performed roll call- Board Member Cheney absent (excused)

PUBLIC COMMENT / BOARD COMMENT

Public comment: Fire Services Initiative Committee Member Jim Austin stated he was very proud of the District, District has community support, will attend future meetings on a periodic basis.

Board comment: President Doyley discussed Haiti earthquake, requested Board to keep responders and Haiti in thoughts and prayers for safety.

APPROVAL OF AGENDA

Secretary Bowser requested approval of bills to be included under Treasurer's Report for consistency purposes.

Moved by Bud Duryea, seconded by both Bud Duryea and Frank Theis to approve agenda with above listed addition. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Jack Rumley, seconded by Frank Theis to approve minutes as written. Motion carried unanimously.

REPORTS

Fire Chief Report: Chief Dorman provided an update to the Board Members including the following: Future ballot issues as they relate to de-Bruicing, review of firefighter badge replacement & cost of replacement, Homeland Security grant for 800MHZ radios, FEMA grant for mobile data terminals, upcoming Volunteer Fire Department training, services MOU with Town, completed I-9/W-4 forms, Fire Dept. vehicles now registered/titled to the District, Senate Bill 87, Hwy 34 bridge repair/road closure, signed employment contracts and possible donation of property to the Fire District. Chief Dorman also reviewed 2010 Volunteer Fire Department Committee Chairpersons as appointed by the Chief: Membership Committee-John Grasso, Hearing/Accident Review Committee- Bo Winslow, Fire Prevention Committee- Rick Spear and Training Committee- Derek Rosenquist.

Consensus from Board Members that the new firefighter badges would be an appropriate expense, but agreed to revisit time frame for ordering badges at the April 14th Board Meeting.

Consensus from Board Members if the FEMA grant is awarded to the Volunteer Fire Department, (Grant covers 95% of the cost of the mobile data terminals) the Estes Valley Fire Protection District would pay the remaining 5%, equaling approximately \$2748.00.

In response to Board Member discussion regarding fundraising, Chief Dorman stated the Volunteer Fire Department has no planned activities or planned mailing at this time. Board Members requested to attend future CPR training when available. Chief Dorman also confirmed the District mailing address is now 901 N. St. Vrain Ave. Estes Park, CO 80517.

Treasurer Report: Treasurer Duryea reviewed cash flow statement, account transactions and tasks completed as of December 31, 2009. Treasurer Duryea confirmed he will provide Treasurer Report to Board Members on a monthly basis. Treasurer Duryea also reviewed invoice/bill payment process, transfer of money within the District accounts, investment opportunities, Tabor reserve options and notified Board a new Pension money market account was established with the Bank of Colorado in addition to the existing Pension checking account.

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Chief Dorman explained the review of Pension fund investments and account changes should be discussed at Pension board meetings. Therefore, the new Pension money market account will be reviewed at the March 17, 2010 Pension Board Meeting.

Consensus from Board Members- Treasurer Duryea to test investment options for Tabor reserve money, with total amount not to exceed 3% state reserve formula requirement.

Board Members discussed need for strategic planning session, to begin session as soon as possible and that the strategic plan would need to be in place before next budget review.

Moved by Frank Theis, seconded by Jack Rumley to accept Treasurer's Report, including approval of all transactions. Motion carried unanimously.

OLD BUSINESS

Board Members reviewed revised Bylaws at length. Treasurer Duryea requested incorporation of a mission and vision statement into said Bylaws. President Doylen and Duryea each provided copies of new mission and vision statement to Board Members for evaluation. Board Members agreed to finalize mission statement at next meeting/work session. Vision statement to be addressed at a later date. Once mission statement is finalized, consensus from Board Members to include in the Bylaws as an appendix.

Consensus from Board Members- President Doylen to send community thank you note to local newspapers for publication.

NEW BUSINESS

Secretary Bowser reviewed the Colorado Special District Resolution/IGA required to be signed in order continue participation in the Workers' Comp CSD Pool, therefore ensuring continued Workers' Comp coverage.

Moved by Frank Theis, seconded by Jack Rumley to approve Resolution 10-01 to participate in the CO Special District Property & Liability Pool. Motion carried unanimously.

President Doylen and Chief Dorman explained in order for retired members of the Volunteer Fire Department to receive Pension benefits and provide volunteer services as needed, a resolution would be required to be approved by the District Board Members.

Moved by Frank Theis, seconded by Jack Rumley to approve Resolution 10-02 declaring a need for additional volunteer services. Motion carried unanimously.

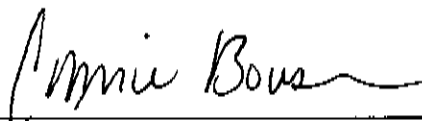
Treasurer Duryea reviewed letter of engagement from Bondi & Co., requested approval from Board Members to enter into a contract with Bondi & Co. for calendar year 2010. Board Members also agreed the District Board and Pension Board would pay auditor Bondi & Co. separately.

Moved by Frank Theis, seconded by Jack Rumley to accept Bondi & Co. as auditor. Motion carried unanimously.

Consensus from Board Members to designate 2nd Wednesday of each month as the District Business Meeting and 4th Wednesday of each month as a work session.

Next meeting/work session scheduled for Wednesday, 1/27/10 at 4:00 p.m. at Dannels Fire Station, following Transition Ceremony at 3:00 p.m.

Meeting adjourned at 9:08 p.m.



Connie Bowser, Recording Secretary