

**KIOWA FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
December 14, 2016**

The Board of Directors for the Kiowa Fire Protection District met in a regular scheduled meeting on the 14th day of December 2016, with the roll call of members as follows:

Jim Jerrold	Present
Ann Alley	Present
Debbie Ullom	Present
Greg Albers Sr.	Present
Greg Birky	Present

The Board of Directors convened at 1902 and Chairman Jim Jerrold called the meeting to order.

**Approval of Agenda:**

Ann Alley made a motion to approve the Agenda for December 14, 2016. Greg Albers Sr., seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

**Correspondence:**

Received Christmas cards.

**Approval of Minutes:**

Greg Birky made a motion to approve Kiowa Fire Board of Directors meeting minutes of November 9, 2016, as written. Ann Alley seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

**Approval of Checks:**

Debbie Ullom made a motion to approve Kiowa Fire District check #7478 through #7496, and all other disbursements as reviewed by Board members. Ann Alley seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

**Public Hearings:**

The 2017 budget notice was published in accordance with the law and the proposed budget was open for inspection by the public at Kiowa Fire Station #1, 403 County Road 45, Kiowa, CO and on the District's website. No written or verbal comments regarding the budget were received by any board member or staff member. No public comment was received at the public hearing.

**2017 Budget Adoption:** Greg Birky made a motion that the budget for the General Fund and the Pension Fund as submitted, amended and summarized by fund, is hereby approved and adopted as the budget of the Kiowa Fire Protection District for the year 2017. Greg Albers Sr., seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

**Certification of Mill Levy:** Ann Alley made a motion that for the purpose of meeting all general operating expenses of the Kiowa Fire Protection District during the 2017 budget year, there is hereby levied a tax of 8.689 mills upon each dollar of the total valuation for assessment of all taxable property within Kiowa Fire Protection District certified by the County Assessor in the amount of \$30,908,421 for the year 2017. Greg Birky seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

**2017 Budget Appropriation:** Greg Birky made a motion to appropriate the 2017 budget as follows:

That estimated expenditures for each fund are as follows:

General Fund.....	\$1,058,925
Pension Fund.....	\$ 41,580
Emergency Fund.....	\$ 25,000

That estimated revenue for each fund is as follows:

General Fund	
Sources Other Than Taxes.....	\$ 617,100
From Tax Levy.....	\$ 268,563
From Other Taxes.....	\$ 38,000
Fund Balance.....	<u>\$ 161,262</u>
	\$1,084,925

Pension Fund	
From General Fund.....	\$ 10,000
State Matching Funds.....	\$ 8,000
Investment Income.....	\$ 25,000
Fund Balance.....	<u>\$ 776,821</u>
	\$ 819,821

Ann Alley seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Ann Alley made a motion to authorize and direct Geri Scheidt to finalize the budget for all filings with County and State. Greg Birky seconded the motion. The roll having been called, the Chairman declared the motion unanimously.

**Report of Officers, Professional Consultants & Committees:**

***Fire Chief Gerry Lamansky came before the Board to discuss the following items:***

**Call Volume:** For the past month there were 29 calls. YTD calls are 337. In November 2016, the volunteers logged 1342.00 shift hours for 44.7 hours per volunteer firefighter. For the 29 responses, there was an average of 3.4 responders per call. Additionally, 42 training hours were logged.

**Staffing:** Chief will return full-time on December 16, 2016. Austin Garza is out on work comp due to an injury sustained on a fire call. At this time Austin will need two surgeries and be on work comp leave for approximately 12 weeks. The Board of Directors submitted their votes separately to Bob Tibbals to hire Connor Burke temporarily in Austin’s absence. Ann Alley

made a motion to ratify the decision to hire Connor Burke temporarily. Greg Birky seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

**Grant:** Chief reported that a denial letter was received from DOLA regarding the District's grant application for the energy mineral impact grant. The next grant cycle will open on February 1, 2017.

***Admin/Finance Officer Geri Scheidt came before the Board to discuss the following items:***

**Monthly Summary Report:** The Board had no questions regarding Geri's monthly summary report that was submitted.

***Attorney Tibbals came before the Board to discuss the following items:***  
Bob reviewed the ICS procedure.

***ECCA Board Representative Report:*** Bob Tibbals reported that ECCA's 2017 budget was adopted. ECCA's major project for 2017 is the silo tower rebuild. ECCA provides 75% of the cost of dispatch for member agencies.

***Volunteer Representative Report:*** Wes Morgan reported that new lights have been installed on the trucks.

### **Unfinished Business:**

**Fire Deployment Preparation Plan/Costs:** Chief reported on Elizabeth Fire District's three unsuccessful deployments. Deployed resources are not paid until the 12 hour mark. Elizabeth Fire's equipment/personnel sat in a staging area for 11 hours 59 minutes and they were sent home and no pay; therefore Chief has no plans to deploy any of Kiowa Fire District's resources. The Board agreed to remove this item from the agenda until further notice.

**Fire Station Project:** The Board discussed purchasing trailers and locating them on Town of Kiowa property next to the fire station; the fire station addition plan or the construction of a new fire station on the 5 acre lot. The Town Board of Trustees wants the district to relocate the water line at a cost of \$25-30,000 and pay for the new drawings if the District will be leasing the Town property next to the current fire station. The fire station addition is at a cost of approximately \$500,000 and the construction cost of a new fire station is approximately \$1.2 million dollars. A sewer line needs to be installed on the 5 acre site and the Kiowa School District is interested in partnering with the Fire District for connecting on to their sewer line; however an easement is needed either from John Malone or CDOT to cross their property then on to the 5 acre site. The Board also discussed concerns of the fire station addition not adding much more value to the existing building versus the cost of a new station. After a lengthy discussion, the Board requested that the Chief research costs, grant options for construction of a new station.

### **New Business:**

**Ambulance Accounts:** Outstanding Lifetime A/R is \$48,548.03.

**Letter of Engagement – 2016 Audit:** Marc, James & Associates submitted their letter of engagement for the work to be performed on the 2016 audit. The cost for the 2016 audit is \$7,750.00. Bob Tibbals reviewed the letter of engagement and found no issues. Ann Alley made a motion to approve the letter of engagement for the 2016 audit. Greg Birky seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

**2017 Board Meeting Schedule:** The Board agreed that the Board of Director meetings will remain on the second Wednesday of each month.

**2017 Board of Director Positions:** Ann Alley made a motion to keep the Board of Director positions the same for 2017. Greg Albers Sr., seconded the motion. Further discussion: positions are: Chairman Jim Jerrold; Vice Chair Ann Alley; Treasurer Debbie Ullom, Director Greg Albers Sr., and Director Greg Birky. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

**Public Comment:**

None.

No further business coming before the Board, the meeting was adjourned at 2038 with the next scheduled meeting to commence at approximately 1900 on Wednesday, January 11, 2017.

**KIOWA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS  
KIOWA, COLORADO**

**APPROVED BY:**

**REVIEWED BY:**

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**ATTEST: SECRETARY**

**BY:** \_\_\_\_\_  
**Secretary for the Board of Directors**