



JEFFERSON-COMO FIRE PROTECTION DISTRICT

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

July 8, 2020

The REGULAR MEETING of the Board of Directors (Board) of the Jefferson-Como Fire Protection District (District) was held at Station 5 and via TELECONFERENCE on Wednesday, July 8, 2020.

1. President Pete Ambrose called the meeting to order at 6:56 p.m.

a. Board Members present and constituting a quorum:

Pete Ambrose, President
Ken Parma, 1st Vice President – VIA TELECONFERENCE
Clark Carlton, 2nd Vice President VIA TELECONFERENCE
Wayne Miller, Treasurer
Samuel (Tazz) Stolhand, Secretary – VIA TELECONFERENCE

b. Directors Absent:

c. Staff Present:

Chief Trent Smith , District Administrator Kim Bargas, and Lt. Brian Simpson

d. Others Present:

Attorney Dylan Woods via teleconference and Lt. Don Reyes

2. Review and Approval of the Minutes

Director Stolhand moved to approve the June 8, 2020 Regular Meeting Minutes. Director Carlton seconded and the motion passed.

3. Agenda

The agenda was approved as presented.

4. Disclosure of Potential Conflicts of Interest

There were no conflicts of interest to disclose by any of the Board members present other than what has already been disclosed.

5. Citizens' Comments

None.

6. Chief/Operations Report

- In June there were 29 calls and 144 year-to-date.
- June 12 – Members completed their S130, S190 and IQS. Working with Brenda Wasielewski from Colorado Division of Fire Prevention and Control, regarding qualifications for deployments.
- Need to verify the expiration date for the Colorado Resource Rate Form (CRRF) Agreement.
- The EMT class for FF Kell and Capt. Arellano, has been postponed to possibly 2021 and may be virtual.
- The next department training is July 18th, The June training went very well.

- Received applications for three volunteers. They will have oral board interviews at the July 18th training.
- Station 5 service bay doors were repaired and service person will be back to replace relay.
- South Park Telephone will be running fiber optic on County Road 15 and will hook up Station 5.

Vehicles:

- Command 600 (v3988) taken to AutoNation; received quote to replace the engine for \$16k plus. Kelly Bluebook shows the truck is worth about the same amount. Discussion of replacing Command 600 with a Dodge 3500 with a skid for use during the summer and removing during the winter. A chassis would be approximately \$40k. Types of beds were discussed. The Board agreed that no more money should be invested in Command 600 (v3988). Attorney Woods reported that a letter was received from Chrysler stating that \$4,000 will be paid to the District upon signing release from the warranty. He recommended seeking \$10,000 and maybe getting back \$8,000. The Board wants Chief Smith to look into another vehicle and asked Attorney Woods to contact Chrysler with a counteroffer of \$10,000.
- Tender 62 – The primer on this truck is not rated for our altitude and one that is has been ordered. After replacement, this truck will be fully operational.
- Rescue 64 – The alternator went down and will be replaced.
- Will schedule Brush 65 to get front-end alignment and tires.
- Brush 67 has a rough idle and working on fuel filter change.
- Will be ordering a safer weight training system and found an all-in-one

7. Financial Report

- a. The financial reports: Payables/Cash Receipts, Payroll Reports, Colotrust Statement/Reconciliation for period ending June 30, 2020 and Budget vs. Actual year-to-date were distributed via email and hard copy. After discussion, Director Miller made a motion to approve the financial reports and bills for June in the amount of \$61,073.30. Director Stolhand seconded and the motion passed. Total account balances in Colotrust General Fund and Wells Fargo District Checking as of June 30, 2020 was \$1,233,958.71.
- b. All financials and any supporting documentation will be submitted to the auditor. It was reported that the June Colotrust and Well Fargo account reconciliations were reviewed by Treasurer Miller. He also stated that Chief Smith is confirming a credit card charge in the amount of \$119. Volunteer checking account information will also be given to the auditor.

8. Legal – Attorney Dylan Woods

- a. **Warranty Issue – Command 600 (2012 Dodge 2500 v3988):** Discussed under Chief's Report.
- b. **Draft Board of Director Policy Manual** – It was reported that all of the Directors have reviewed the draft BOD policy manual. Director Ambrose moved to adopt the Board of Director Policy Manual. Director Miller seconded and the motion passed.

Update on Coronavirus Relief Fund (CVRF): Administrator Bargas completed the opt-in application for the CVRF via the grants portal on the Department of Local Affairs (DOLA) website.

9. Auditor

- Administrator Bargas distributed to the Board via email and hardcopy, final copies of the 2019 audited financial statements.