



JEFFERSON-COMO FIRE PROTECTION DISTRICT

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

November 11, 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, November 11, 2020.

1. President Pete Ambrose called the meeting to order at 6:05 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
Wayne Miller, Treasurer
Samuel (Tazz) Stolhand, Secretary, Via teleconference

b. Directors Absent:

c. Staff Present:

Chief Trent Smith, Captain Gerad Arellano, Deputy Chief Steve Bargas and Admin. Kim Bargas – Via teleconference

d. Others Present:

Attorney Dylan Woods - Via teleconference

2. Review and Approval of the Minutes

Director Miller moved to approve the October 14, 2020 Regular Meeting minutes. Director Carlton seconded and the motion passed.

3. Agenda

The agenda was approved with addition to Other Business under b. Admin. Bargas attending meetings via teleconference and continuing to work from home.

4. Disclosure of Potential Conflicts of Interest

There was no conflict 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

- There was a positive test for a firefighter's spouse.
- Firefighters are working on racks for the brush trucks.
- Research on a burner system to help with wildland mitigation.
- New tires have been put on trucks.
- Chief Smith will attend Homeowner Association meetings to tell them about the propane fire pits; Firefighter Andrew Williams will work on video for the website.
- EMT class for 2021 has been canceled; should be rescheduled for 2021.
- New generator is in back of Station 5.
- The motor for Command 600 has been ordered.
- The Polaris UTV has been ordered.

7. Financial Report

- a. The financial reports: Payables/Cash Receipts, Payroll Reports, Colotrust Statement/Reconciliation for period ending October 31, 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 October the amount of \$42,475.99. Director Stolhand seconded and the motion passed. Total account balances in Colotrust General Fund and Wells Fargo District Checking as of October 31, 2020 was \$1,235,635.42.
- b. All financials and any supporting documentation will be submitted to the auditor. It was reported that the Colotrust and Well Fargo account reconciliations were reviewed by Treasurer Miller. Volunteer checking account information will also be given to the auditor.

8. Public Hearing - Proposed Budget 2021

- The proposed budget for 2021 was discussed and it was stated that there may still be some changes until the final Certification of Valuation is received. Attorney Woods noted that the final Certification of Valuation is due by the Park County Assessor's Office by December 10, 2020. No public comments or objections were received prior to the public hearing nor were members of the public present.

9. Legal – Attorney Dylan Woods

- Attorney Woods has reviewed the Resolution for Park County All Hazards Mitigation Plan and it appears to require the consent of all local governments in the county; he gave his approval for the Board to adopt it. Director Miller moved to adopt Resolution #2020-11-1 Park County All Hazards Mitigation Plan. Director Stolhand seconded and the motion passed.
- The settlement check in the amount of \$8,000 for the Command #600 Dodge 2500 vin #3988, has been received. Attorney Woods added that the accompanying cover letter had the wrong dollar amount. Chrysler will be sending a corrected cover letter.

10. Auditor

Director Carlton moved to approve and sign the engagement for the audit of the 2020 financial statements. Director Miller seconded and the motion passed.

11. Other Business

- a. **Consideration of Continuation of Declaration of Local Disaster Emergency/COVID-19 Resolution 2020-03-02:** Director Stolhand moved to adopt Continuation of Declaration of Local Disaster Emergency 2020-03-02. Director Carlton seconded and the motion passed. Director Stolhand attested by electronic signature.
- b. The Board approved Admin. Bargas to continue to work from home and to attend Board meetings via teleconference.

- 12. Adjournment:** There was no further business to come before the Board and Director Ambrose moved that the meeting be adjourned. Seconded by Director Stolhand the motion passed and Director Ambrose adjourned the meeting at 6:30 p.m.

CERTIFICATION: The undersigned secretary of the Board of Directors for the Jefferson-Como Fire Protection District certifies that the November 11, 2020 regular meeting minutes are the official minutes duly entered by the Board at its regular public meeting held on December 9, 2020



Pete Ambrose, President