

**Falcon Fire Protection District
Board of Directors Regular Board Meeting
September 20, 2023
Approved Minutes**

Call to Order

Board President Reid called the regular meeting of the Board of Directors to order at 1504 hours on Wednesday, September 20, 2023.

ATTENDANCE

James Reid, President
Ray Hawkins, Treasurer
Thomas Kerby, Assistant Secretary
Edward (Steve) Podoll, Secretary

ALSO PRESENT

Joan Fritsche, Legal Counsel via conference call
Trent Harwig, Fire Chief, FFPD
Jeff Petersma, Deputy Chief, FFPD
Joe Cosgrove, Battalion Chief, FFPD
Curtis Kauffman Lt./Fire Inspector, FFPD
Corey Kirt, Battalion Chief, FFPD
David Smith, Battalion Chief, FFPD
Gretchen Tetzlaff, Office Manager, FFPD
Twyla Kuemmerle, Administrative Asst., FFPD
Other members of the Falcon Fire Protection District
Mike Collins, District Chaplain
Dan Kupferer, joined the meeting via conference call at 15:41

ABSENT

Jon Webb, EMS Division Chief, FFPD

ADDITIONS/DELETIONS TO THE AGENDA

None.

APPROVAL OF AGENDA

Director Podoll moved to approve the agenda. Director Hawkins seconded the Motion. The Motion passed unanimously.

PUBLIC COMMENT

Michael Gates announced to the Board of Directors that he is interested in the vacant seat on the Falcon Fire Protection District Board of Directors. President Reid advised all of those interested in the vacant Board of Directors vacancy would have a chance to introduce themselves and explain why they are interested in being on the Board of Directors towards the end of the meeting.

CORRESPONDENCE

Letter(s) of Interest for the vacant Board of Director's seat from Dan Kupferer, Wayne Krzemien and Michael Gates.

SWEARING IN CEREMONY

Sarah Orta was sworn in as a Paramedic by Chief Harwig and badged by her husband JT Orta.

APPROVAL OF THE MINUTES

Director Podoll moved to approve the August 16, 2023 Regular Board Meeting Minutes as presented. Director Kerby seconded the Motion. The Motion passed unanimously.

REPORTS

Treasurer's Report

Chief Harwig reviewed the August Treasurer's Report with the Board. The Chief noted 66.7% of the 2023 fiscal year is complete in this Report.

Total General Fund Budget revenues received were at 96%. Specific Ownership Tax is at 62%. Total General Fund expenditures across all categories were at 56% of budget.

The Ambulance Fund Budget revenues received were at 73%. Transport fees were at 65%. Total Ambulance Fund expenditures were at 63% of budget.

The Capital Improvement Fund revenues received were at 59%. Total Capital Improvement Fund expenditures were at 8% of budget.

The Rural Water Fund Revenues had no activity or expenditures for the month of August. Total Rural Water Fund expenditures were at 17% of budget.

President Reid stated to Chief Harwig that he would like to look in to a future training center to be built as the District is growing.

Director Podoll moved to accept the August 2023 Treasurer's Report, Director Ray Hawkins seconded the Motion. The Motion passed unanimously.

Staff Report

Deputy Chief Petersma reviewed the written reports with the Board for July, 2023 which included the July incident counts of approximately 342 calls, response times, mutual aid given and mutual aid received.

Deputy Chief Petersma then gave a detailed update on the 2024 Rosenbauer General Ladder Truck the District is purchasing, including specifications for the Board to review. The District anticipates having final specifications, drawings and an executed contract for purchase by the end of October 2023.

Deputy Chief Petersma advised that there were 24 Reserve hours for the month of August.

EMS Division Chief Webb was absent, Deputy Chief Petersma reviewed a written Transport Report with the Board and advised that the crews transported 239 patients in the Month of August.

Fire Prevention Lieutenant Kauffman reviewed a written Plan and Building Inspection Report with the Board.

Attorney's Report

Attorney Fritsche provided a written Attorney's Report which was sent separately to the Board.

UNFINISHED BUSINESS

Station 1 Parcel – proposed El Paso County Sheriff’s Office substation.

Attorney Fritsche is coordinating with the County on water and sanitation easements and an amendment to the existing water quality pond maintenance agreement with El Paso County.

Maintenance Building

Chief Harwig reported that comments came back from EDARP on the Site Development Plan and there were minor issues concerning the water quality pond. John Schwab is expected to address by today. Attorney Fritsche included a Timeline of Events for the Integrated Project Delivery Contract Proposals for the Fleet Maintenance Building. Notice of the Request for Proposals will be published in *The Gazette*, on September 21, 2023. Director Kerby recommended that Fleet Mechanic, Robert Wilkerson, attend the non-mandatory pre-bid meeting scheduled for September 27, 2023.

NEW BUSINESS

2024 Budget

Attorney Fritsche is working with Chief Harwig on preparation of the District’s 2024 budget. A discussion followed concerning anticipated 2023 tax revenue.

PUBLIC COMMENT-

President Reid asked each candidate, Dan Kupferer (via conference call), Wayne Krzemien and Michael Gates to introduce themselves, state their experience and explain why they think they would be a good fit for the vacant seat on the Falcon Fire Protection District Board of Directors. The Directors expressed their priorities for filling the Board vacancy.

Director Kerby made a Motion to appoint Dan Kupferer to fill the Board vacancy, for a term ending in May 2025, Director Podoll seconded the Motion. The Motion passed unanimously.

Chaplain Collins asked for continued prayers for Barb Reed, wife of late Director Terry Reed, as she is dealing with health issues. Chaplain Collins also asked for prayers for retired firefighter, Don Watts who has been moved to hospice care.

EXECUTIVE SESSION

Director Kerby moved to go into Executive Session, pursuant to C.R.S. §24-4-402(4)(b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions related to pending litigation and exclusion proceedings. Director Hawkins seconded the Motion. The Motion passed unanimously. Attorney Fritsche certified that the only matter discussed in Executive Session would involve attorney-client privileged communications, and therefore, the Executive Session need not be recorded. The Board went into Executive Session at 1611 hours.

Director Kerby moved to come out of Executive Session at 1634 hours. Director Hawkins seconded the Motion. The Motion passed unanimously.

ADJOURNMENT

Director Podoll moved to adjourn the Board meeting. Director Kerby seconded the Motion. The Motion passed unanimously. The meeting adjourned at 1635 hours.

I hereby attest to the accuracy of the meeting Minutes:

Edward Podoll, Secretary

I attest that the Executive Session, which was not recorded, was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. § 24-6-402(4)(b) and constituted attorney-client communications.

Joan M. Fritsche, Esq.

I hereby attest that the Executive Session, which was not recorded, was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. § 24-6-402(4)(b).

James Reid, President