

**Falcon Fire Protection District
Board of Directors Regular Board Meeting
December 11, 2024, Approved Minutes**

CALL TO ORDER

President Reid called the regular meeting of the Board of Directors to order at 1502 hours on Wednesday, December 11, 2024.

ATTENDANCE

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

ALSO PRESENT

Joan Fritsche, Legal Counsel
Trent Harwig, Fire Chief, Falcon Fire Protection District
Jeff Petersma, Deputy Chief, Falcon Fire Protection District
Joe Cosgrove, Battalion Chief, Falcon Fire Protection District
Corey Kirt, Battalion Chief, Falcon Fire Protection District
David Smith, Battalion Chief, Falcon Fire Protection District
Curtis Kauffman, Lt./Fire Inspector, Falcon Fire Protection District
Rob Wilkerson, Fleet Mechanic, Falcon Fire Protection District
Gretchen Tetzlaff, Office Manager, Falcon Fire Protection District
Twyla Kuemmerle, Administrative Assistant, Falcon Fire Protection District
Other members of the Falcon Fire Protection District

ABSENT

Jon Webb, EMS Division Chief, Falcon Fire Protection District
Mike Collins, District Chaplain

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None.

CORRESPONDENCE

None.

SWEARING IN CEREMONY

Vincent Kegley was sworn in as a Paramedic by Chief Harwig and badged by Paramedic Jennifer Beyer.
Cassandra Newbill was sworn in as a Paramedic by Chief Harwig and badged by Paramedic Valerie Knoche
Michael Rockett was sworn in as a Paramedic by Chief Harwig and badged by his sister, Samantha Rockett.
Schasny Osteroos was sworn in as a Paramedic by Chief Harwig and badged by Eric Ramirez-Cranston.

APPROVAL OF THE MINUTES

Director Hawkins moved to approve the November 20, 2024 Regular Board Meeting Minutes as written. Director Kupferer seconded the Motion. The Motion passed unanimously.

REPORTS

Treasurer's Report

Chief Harwig reviewed November's Treasurer's Report with the Board. The Chief noted 91.73% of the 2024 fiscal year is complete in this Report.

Total General Fund Budget revenues received were 103%. Total General Fund expenditures across all categories were 88% of the budget.

The Ambulance Fund Budget transport fee collections were at 115%. Total expenditure was 72%.

The Capital Improvement Fund revenues received were at 101%. Total Capital Improvement Fund expenditures were at 38%.

The Rural Water Fund Revenues had no activity or expenditure for the month of November. Total Rural Water Fund expenditures were at 0% of budget.

Director Podoll moved to accept the November 2024 Treasurer's Report. Director Hawkins seconded the Motion. The Motion passed unanimously.

Staff Report

Deputy Chief Petersma reviewed the written reports for October which included the October incident counts which were at approximately 294 calls, response times, mutual aid given and mutual aid received. Deputy Chief Petersma advised the Board that he expects the on-scene response times numbers to decrease slightly as the District station alert system has been upgraded to IP based vs being triggered by a pager. With this new system, the crews get the alerts at the station before the call triggers the pagers/phones. Chief Harwig advised the Board that Black Forest Fire and Rescue has agreed that it will participate with Falcon Fire Protection District for the nearest ambulance response.

Deputy Chief Petersma reviewed the November Transport Reports with the Board and advised that the crews transported 124 patients in the Month of November. Average Collections per transport including the Medicaid supplemental reimbursement is currently at \$865.96.

Fire Prevention Lieutenant Kauffman provided a written Plan and Building Inspection Report for the Board's review.

Attorney's Report

Attorney Fritsche provided a written Attorney's Report to the Board. Attorney Fritsche stated that she handed out information to the Board regarding the Bruce vs. Webb Case. Attorney Fritsche advised the Board to review this update from Attorney Sean Lane, who is representing EMS Division Chief Webb and the District as defendants. The Plaintiff's Counsel is not budging, Attorney Fritsche asked the Board if they would like an executive session at the end of the meeting to answer any questions.

UNFINISHED BUSINESS

Maintenance Building Project

Chief Harwig referred to Hammer's Construction Pay Application #8 for \$275,193.57 and Change Order #5 in the amount of \$1,156.00. Chief Harwig replaced planking in the bathroom and breakrooms with polished cement. The final Draw Request should be in January for the work that is being done and anticipated to be complete by the next Board Meeting. Anticipate a final Draw Request will be in February. The balance to finish, including Retainage, will be \$264,658.60.

Director Kerby moved to approve Hammers Construction Pay Application #8 in the amount of \$275,193.57. Director Kupferer seconded the Motion. The Motion passed unanimously.

Director Kerby moved to approve Hammers Construction Change Order # 5 in the amount of <\$1,156.00>. Director Kupferer seconded the Motion. The Motion passed unanimously.

Station 1 Parcel – Tract B El Paso County Sheriff's Office Substation

Chief Harwig stated that he and Director Kerby have a pre-bid meeting scheduled for 12-12-24 at Falcon Fire Protection District Station 1. As per previous conversations, no one should be on the District's Property until the easements are approved and recorded, Chief will make them aware of this at the meeting.

Discuss Falcon Fire Department 50th Anniversary.

Director Kupferer advised the Board that a meeting will be held after the first of the year to narrow down the date for the celebration and other ideas that have been suggested.

NEW BUSINESS

2025 Budget Hearing

Director Reid opened the public hearing on the 2025 Budget at 1524 hours. Chief Harwig provided and reviewed the final versions of the 2025 General Fund Budget, the 2025 Ambulance Transport Fund Budget, the 2025 Capital Projects Fund Budget and the 2025 Rural Water System Fund Budget. Chief Harwig advised the Board that if they do approve the Resolutions that they approve them with a change. This will change the number in the Resolution as well. The change is in the Volunteer FPPA Plan from the 2023 actuarial study; there is a note at the bottom of table 16 which states what the District needs to do for the annual calculation contributions to keep actuarial sound. After the 2024 January budget hearing FPPA uploaded to our FPPA employer portal, a document in which they recalculated the long-term investment return. The note states that it *may* happen and did, which we were unaware of at the time. We are aware of this change now. This "note" changes our long-term investment return from 7% to 4.5%. This significantly changed the amount to be contributed to remain actuarially sound, which is required by state statute. Contribution was \$11,140.00 short of what was budgeted, however, there are enough funds in the general fund to cover this amount. This amount needs to be sent in prior to the end of the year. The next year, we will be short \$11,340.00 more than what the actuarial study states. The District needs to increase the district contribution by \$11,500.00. This will change the resolution that puts the amount of money in each fund.

President Reid invited discussion from any member of the public. There was no public comment. The Board closed the budget hearing at 1545 hours. The last page of the Budget document contains the Affidavit of Publication of Notice of the Budget Hearing.

Consider Resolution to Adopt 2025 Budget Resolution #12-11-2025-1.

Director Hawkins moved to Adopt Resolution #12-11-2025-1 to Adopt the 2025 Budget. Director Kupferer seconded the Motion. The Motion passed unanimously.

Consider Resolution to Appropriate Sums of Money #12-11-2024-2.

Director Hawkins moved to Adopt Resolution #12-11-2024-2 to Appropriate Sums of Money. Director Podoll seconded the Motion. The Motion passed unanimously.

Consider Resolution to Set Mill Levy Resolution #12-11-2024-3.

Director Kupferer moved to Adopt Resolution 12-11-2024-3 Resolution to Set Mill Levy. Director Kerby seconded the Motion. The Motion passed unanimously.

Consider 2025 Pay Leave & Allowance Schedule

Chief Harwig provided the Board with the 2025 Pay Leave and Allowance Schedule.

Director Kerby moved to adopt the 2025 Pay Leave and Allowance Schedule subject to future amendments. Director Podoll seconded the Motion. The Motion passed unanimously.

2025 Board Meeting Posting Notice

Chief Harwig provided the Board with the 2025 Board Meeting Schedule Posting Notice for review.

Director Hawkins moved to approve the 2025 Board Meeting Posting Notice. Director Kupferer seconded the Motion. The Motion passed unanimously.

Consider Resolution approving 2025 regular meeting schedule Resolution #12-11-2024-4.

Director Podoll moved to approve Resolution #12-11-2024-4 the 2025 regular meeting schedule. Director Kupferer seconded the Motion. The Motion passed unanimously.

PUBLIC COMMENT

Director Reid thanked Chief Harwig for the Christmas Party that was held on December 11, 2024. Director Reid was impressed with the Phoenix Awards that the crew members received. Director Kerby wished everyone a Merry Christmas.

EXECUTIVE SESSION

None.

ADJOURNMENT

Director Hawkins moved to adjourn the Board meeting. Director Kupferer seconded the Motion. The Motion passed unanimously. The meeting adjourned at 1555 hours.

I hereby attest to the accuracy of the meeting Minutes:

Edward Podoll, Secretary