

MINUTES OF THE BOARD OF DIRECTORS
OF
STRATMOOR HILLS FIRE PROTECTION DISTRICT

The regular monthly meeting of the Board of Directors of the Stratmoor Hills Fire Protection District was held pursuant to notice at 3:00 p.m. on November 14, 2018 at 2160 B Street, Colorado Springs, CO 80906. Board Members present: Dianne Cooper, Howard Swain, Gretchen Kasameyer, Joann Sanderson and Thomas Wehrkamp via telephone. District Personnel present: Darin Anstine; Fire Chief, Dottie Barrett; Administrative Chief.

Approval of Previous Board Meeting Minutes

It was moved and seconded (Sanderson/Kasameyer) to approve the Board meeting minutes for the October 17, 2018 as submitted. The motion passed unanimously, with all the members of the Board of Directors voting.

Approval of Agenda

It was moved and seconded (Sanderson/Kasameyer) to approve the agenda. The motion passed unanimously, with all the members of the Board of Directors voting.

Public Comment

Unfinished Business

New and Miscellaneous Business

Fire Chief Report

- Annual Alarms by month
- October Calls per District
- Status reports
 - Apparatus - see attached informational sheet
 - Fire Chief notes – see attached information sheet
 - Training (responsibility assigned to – Driver McDaniels)
 - Inspections (responsibility assigned to – Mark Stanwood)
 - Recruiting (responsibility assigned to – Karen Howard)
 - Gear (responsibility assigned to – Driver Bosch while Driver Erlandson is on leave)
 - EMS (responsibility assigned to Driver Moscoso)
- Chief reported that he has been working with Kirk Medina, District Manager of the Stratmoor Hills Water and Sanitation regarding the structure of the water system -- pipe sizes, age of pipes, water pressure, pumping stations etc. After discussion with all staff, as well, Chief feels there is no real need to have 5” hose on the fire trucks and the personnel can do the job with 3” hose. Chief Anstine plans to write up a procedure.

Administrative Officer Report – Informational Item (Barrett)

- At the October Board of Directors meeting, Chief Barrett informed the Board that Total Roofing would be starting November 4, 2018 to install the new roof. Dustin from Total Roofing has encountered some problems with the quality that was previously installed and the lesser quality that SDA wants to approve, therefore, he is bringing in another roofing inspector to do some testing and reports so that he may send those to SDA for approval. Chief Barrett will continue to keep the Board of Directors informed.

2019 Proposed Budget and Public Hearing

Chief Barrett and Chief Anstine presented the Board in October with two (2) budgets and informed the Board that they have had the opportunity to study the proposed 2019 budgets. Chairperson Cooper informed the Board and staff that they budget with an additional Driver would be the budget considered for the final adoption in December 5, 2018 meeting. At this time the Board of Directors, staff and public will discuss and apply any changes to be made after which the final proposed budget will be open for public discussion today. Adoption of the final budget will be at the December 5, 2018 meeting as required by statute.

Employee Christmas Bonus

Chief Barrett informed the Board of Directors that in the past the Board has graciously provided a Christmas bonus to the full-time employees and she proposed the Board continue this practice as an expression of appreciation for the employees' hard work and dedication throughout the year. However, this year the department has hired three (3) new employees and two (2) employees have been out on Medical disability. The Board of Directors received a spreadsheet with the amounts given to each employee for consideration and it is Chief Barrett and Chief Anstine's recommendation to give a pro-rated amount to the three (3) new employees and the two (2) employees that have been out on disability.

It was moved and seconded (Kasameyer/Swain) to approve a Christmas bonus for each full-time employee of the District based on the recommended amounts presented on the spreadsheet. The motion passed unanimously, with all the members of the Board of Directors voting.

Christmas Party

Chief Barrett and Chief Anstine informed the Board that the annual Department Christmas party will be held on Friday, December 7, 2018 starting at 6:00 pm at the Double Tree Hotel. Please RSVP to Dottie no later than Friday, November 30, 2018.

Department members Kids Christmas Party

Chief Barrett and Chief Anstine informed the Board that the annual Department members Kids Christmas Party will be Thursday, December 6, 2018 starting at 6:00 pm here at the Fire Station. Santa and Mrs. Claus will be present to give each of the

kids a little something after the kids decorate Sugar cookies for them. All Board members are welcome to attend this event.

V-10 Volunteer Member/Recruit Annual Stipend Policy Update

Chief Anstine decided at the October Board of Directors meeting to table this matter and bring it back this month. Chief Anstine informed the Board of Directors that he presented a new stipend policy to the volunteers who like it and are very excited about the policy change. Chief made some changes and had the Attorney for the Fire District review it and now he would like the Board to approve the policy change on the first reading. There were a few more minor changes made to this policy update and they will be corrected and brought back to the Board of Directors for the second and final reading.

It was moved and seconded (Kasameyer/Sanderson) to approve the V-10 Volunteer Member/Recruit Annual Stipend Policy on the first reading. The motion passed unanimously, with all the members of the Board of Directors voting

CE-2 Career Employee Compensation Policy Update

Chief Anstine presented this policy update to the Board of Directors at the October meeting and after several corrections were made staff is now requesting the policy update to be approved on the second and final reading. After some discussion, there were more changes and corrections made to this policy.

It was moved and seconded (Kasameyer/Sanderson) to approve the amended CE-2 Career Employee Compensation Policy update on the second and final reading. The motion passed unanimously, with all the members of the Board of Directors voting

CE-3 Career General Employment Policy Update

Chief Anstine presented this policy update to the Board of Directors at the October meeting and after several corrections and a section on "Probation" was added; staff is now requesting the policy update to be approved on the second and final reading.

It was moved and seconded (Wehrkamp/Kasameyer) to approve the CE-3 Career General Employment Policy update on the second and final reading. The motion passed unanimously, with all the members of the Board of Directors voting

D-6 Uniform Policy Update

Chief Anstine presented this policy update to the Board of Directors at the October meeting and is now requesting the policy update to be approved on the second and final reading.

It was moved and seconded (Kasameyer/Sanderson) to approve the D-6 Uniform Policy update on the second and final reading. The motion passed unanimously, with all the members of the Board of Directors voting.

D1 – Command Authority Policy Update

Chief Anstine presented this policy update to the Board of Directors at the October meeting and is now requesting the policy update to be approved on the second and final reading.

It was moved and seconded (Kasameyer/Swain) to approve the D1-Command Authority Policy update on the second and final reading. The motion passed unanimously, with all the members of the Board of Directors voting.

V-1 Volunteer Membership Requirements

Chief Anstine presented this policy update to the Board of Directors at the October meeting and is now requesting the policy update to be approved on the second and final reading.

It was moved and seconded (Kasameyer/Sanderson) to approve the V-1 Volunteer Membership Requirements Policy Update on the second and final reading. The motion passed unanimously, with all the members of the Board of Directors voting.

D4 Training and Testing Policy Update

Chief Anstine presented this policy update to the Board of Directors at the October meeting and after several corrections were made staff is now requesting the policy update to be approved on the second and final reading.

It was moved and seconded (Kasameyer/ Swain) to approve the D-4 Policy update on the second and final reading. The motion passed unanimously, with all the members of the Board of Directors voting.

CE–1 Career Employee Working Conditions Policy Update

Chief Anstine presented this policy update to the Board of Directors at the October meeting and is now requesting the policy update to be approved on the second and final reading.

It was moved and seconded (Kasameyer/Sanderson) to approve the CE-1 Career Employee Working Conditions Policy update on the second and final reading. The motion passed unanimously, with all the members of the Board of Directors voting.

Board Policy A-1 Section 16.2 Update

Chairperson Cooper is requesting that the wording in the section of the policy be changed and updated.

It was moved and seconded (Sanderson/Swain) to approve the policy update on the first reading. The motion passed unanimously, with all the members of the Board of Directors voting.

Board Policy A-1 Section 17.2 and 17.4 Update

Chairperson Cooper is requesting that the wording in this section be written to reflect the current process followed for policies to be submitted for adoption or revision.

It was moved and seconded (Kasameyer/Wehrkamp) to approve the policy update on the first reading. The motion passed unanimously, with all the members of the Board of Directors voting.

Ready Rack Hose Drying Rack

Chief Anstine informed the Board of Directors about the old and very worn out Hose Dryer and is requesting that staff be able to purchase a newer updated hose dryer as described in the handout he provided. At the time of the Board meeting we discovered that the shipping cost was much more than staff had anticipated and discussion regarding looking around for a different one took place. Director Cooper offered that Mr. Cooper is driving from Las Vegas on November 21 and would be glad to pick the rack up in Las Vegas and bring it to Colorado Springs at no cost to the District. Director Wehrkamp stated that he could possibly build one for around \$200.00 therefore Chief Anstine decided to table this matter.

Financial Reports

An October register report was enclosed for the Board's review. It was moved and seconded (Kasameyer/Swain) to approve the financial reports as presented for the District for the month of October 2018, subject to audit. The motion passed unanimously, with all the members of the Board of Directors voting. Copies of the financial reports are attached to these minutes and made a part hereof.

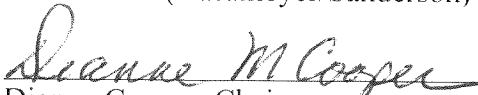
Executive Session

Other Business

Adjournment

It was noted that the next regularly scheduled Board of Directors meeting would be held at 3:00 p.m. on Wednesday, December 5, 2018, at 2160 B Street, Colorado Springs, CO 80906.

As there was no further business to come before the Board, the meeting was adjourned at 16:47 hours (Kasameyer/Sanderson)


Dianne Cooper, Chairperson


Thomas Wehrkamp, Vice - Chairperson


Gretchen Kasameyer, Secretary/Treasurer


Joann Sanderson, Director


Howard Swain, Director