

STRATMOOR HILLS FIRE PROTECTION DISTRICT

Board Meeting Agenda

September 19, 2018

3:00 p.m.

I. Approval of Previous Board Meeting Minutes

Regular Board Meeting Minutes for August 15, 2018 –

II. Approval of Agenda

III. Public Comment

IV. Unfinished Business:

V. New and Miscellaneous Business:

Fire Chief Report – *Informational Item (Anstine)*

- Annual Alarms by month
- August Calls per District
- Status reports
 - Apparatus - see attached informational sheet
 - Chiefs notes – see attached informational 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)

Administrative Officer Report – *Informational Item (Barrett)*

- **MDA “Fill the Boot” campaign** - Collections began Friday evening, August 31st continuing to Sunday early evening, September 2nd.
Results - \$4351.00 was raised by our energetic Volunteers.
- The Insurance Company (SDA) came out and reviewed the “new” roof and has determined that due to the hail storms from this year – the station needs a new roof. Dottie will have more details at the Board meeting.
- CSFD Mutual Aide Agreement – per BC Bird it is still at legal.

F-1 – **2019 Budget** – *Informational Item (Barrett / Anstine)*

Staff is beginning to prepare the 2019 budget and State law requires staff to submit the proposed budget to the Board no later than October 15th, but it does not require that it be submitted at a meeting. Staff will deliver the proposed budget to each Board member by October 12, 2018. At this time, the Board of Directors need to set the date and time for a Budget Workshop of Wednesday September 26, 2018 starting at 1:00 pm.

Recommended motion” set the date and time for a Budget Workshop of Wednesday September 26, 2018 starting at 1:00 pm. for the 2019 Budget

Workshop....”

F-2 - Appointment of Juan Moscoso as a permanent full-time employee – Action Item (Anstine)

Juan Moscoso was hired as a probationary full-time Diver/Engineer on June 16, 2018. Juan will have completed his 3-month probationary period on September 16, 2018 and has met our requirements and expectations and is recommended for permanent full-time employment.

Recommended motion “... to approve Juan Moscoso as a permanent full-time Driver/Engineer effective September 16, 2018”

F-3 - Station Projects – Informational Item – (Anstine)

Chief Anstine will inform the Board of Directors that he believes the office for the Administrative Chief needs to be a secured area. There are private conversations she must have with staff regarding health care, benefits and wages just to name a few. These conversations should be conducted in private where others cannot hear. There are numerous documents that need better security and should be in a locked office space as well. The intention is to place two walls, two windows and a lockable door. When the Administrative Chief is at work the windows can be opened so there is visual and verbal contact available to the front door and TV/kitchen area. The majority of the work will be done “in house” by Board Member Tom Wehrkamp. The estimated cost is \$1,500.

Chief Anstine will inform the Board of Directors that several individuals have expressed to him that the main floor of the fire station is outdated and unappealing. Staff wants to remove the paneling on the walls, fill in holes and damaged areas, re-texture and paint a neutral earth tone color. The work will be conducted with “in house” staff. Board member Tom Wehrkamp has agreed to assist us with this project. The estimated cost is \$1,500

F-4 - Fire Apparatus Overview– Action Item – (Anstine)

Chief Anstine will inform the Board of Directors that he has a comprehensive Apparatus review and replace program for their consideration.

Recommended motion....”to approve Chief Anstine’s suggestion on disposal of Brush Truck 440.....”

F-5 - Capital Improvement Plan – Informational Item – (Anstine)

A draft Capital Improvement plan was created to identify current and future capital needs of the Stratmoor Hills Fire Protection District. The plan classifies Vehicles, Equipment, Improvements & Projects. Chief Anstine would like to discuss the document and solicit any input from the Board Members.

VI. Financial Reports

VII. Executive Session

Recommended motion “. . . to enter into executive session to discuss personnel matters pursuant to C.R.S. 24-6-402(4) (f).”

Members of the public not participating in the executive session will leave the room.)

Recommended motion “. . . to exit from executive session to discuss personnel matters pursuant to C.R.S. 24-6-402(4) (f).”

VIII. Other Business

IX. Adjournment