

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

The regular monthly meeting of the Board of Directors for the Stratmoor Hills Fire Protection District was held pursuant to notice at 3:00 p.m. on January 18, 2023

Board Members present: President Robert Colgrove, Vice-President James Pesicka, Secretary/Treasurer John Willcox, Director Cindy Dent, and Director Richard Dull. District Personnel present: Fire Chief Shawn Bittle and Administrative Chief Dottie Barrett.

Approval of Previous Board Meeting Minutes

It was moved and seconded (Pesicka/Willcox) to approve the Board meeting minutes for December 7, 2022. The motion passed unanimously with all Directors voting.

Approval of Agenda

It was moved and seconded (Pesicka/Willcox) to approve the agenda as published. The motion passed unanimously with all Directors voting.

Public Comment

Unfinished Business

Fire Chief Report –

- December Calls per District –
 - The Fire department ended 2022 at 2332 calls for service – that is one (1) call less than 2021 of 2333.
- Status reports
 - Chiefs' notes –
 - The Fire Chief of Security Fire Department has requested to remove his crews from the Fire Station – they would continue to run calls with our crews, they just want to remove them from our building. Discussion took place and the Board of Directors expressed their desire to keep the crews here. Chief stated he would relay that message to Chief Girardin.
 - Apparatus - (responsibility assigned to – D/E Patalano)
 - Engine 414 still has an exhaust pipe that needs to be fixed – the mechanic ordered the wrong pipe and is currently awaiting for the correct pipe.
 - Engine 410 is still awaiting the new roll-up door.
 - Training (responsibility assigned to – Chief Bittle)
 - February's training will be Objective training with a mass exercise on Saturday, February 11, 2023. The crews will do shift trainings that will eventually be used on the Saturday training.

- Inspections (responsibility assigned to – Mark Stanwood)
- Recruiting (responsibility assigned to – Chief Bittle)
 - The Driver David W. Nelson Memorial Fire Academy will start February 1st with approximately 12-13 students.
- Gear (responsibility assigned to – D/E Hall)
- EMS (responsibility assigned to D/E Bosch)
 - Administrative Chief Dottie Barrett and Driver/Engineer Bosch recently applied for an ESA (Emergency Services Agency) grant to help pay for new medical bags and equipment that we recently had to replace.
- Wildland (responsibility assigned to D/E Ortiz)

Administrative Chief Report – Informational Item (Barrett)

- The 2023 Budget with budget message and associated paperwork has been filed with the County Assessor and the Colorado Department of Local Affairs. This information can be found at www.colorado.gov/pacific/dola under local government.
- The Transparency Notice containing contact information for the Fire District, along with the times and locations designated for the regularly scheduled meetings has been submitted to the SDA, DOLA and the District Website for posting.
- The 2022 Audit has been scheduled for Tuesday, January 31, 2023, with Melissa Sainz and Tom Sistare. Hopefully, he will be able to present the Audit report at the March Board meeting.

2023 Official Meeting place/time and Posting Places

Chief Barrett informed the Board that they need to set the official meeting place/time and posting places for notices of district meetings for 2023. It was moved and seconded (Pesicka/Willcox) to approve the designation of the location, dates and time of the 2023 regular Board Meetings at the Stratmoor Hills Fire Department, 2160 B Street in El Paso County on the third Wednesday of each month at 3:00 p.m. except for the December meeting which will be held on December 6, 2023, at 3:00 p.m. The annual Budget Workshop will be on October 11, 2023. All required District notices will be prominently posted at the Stratmoor Hills Fire Department, the Stratmoor Hills Water District office at 1811 B Street and the Stratmoor Hills Elementary School at 200 Loomis Avenue and the Fire District’s Website. The motion passed unanimously with all Directors voting.

Approval of Resolution No. 2023-01

Chief Barrett informed the Board that they must appoint a Designated Election Official (DEO) for the May 2023 Board of Directors Election. At this time staff is recommending Dorothy R. (Dottie) Barrett be appointed the DEO. It was moved and seconded by (Pesicka/Willcox) to adopt Resolution No. 2023-01 to appoint Dorothy R. (Dottie) Barrett as the Designated Election Official (DOE) for the May 2, 2023, Election. The motion passed unanimously with all Directors voting.

Approval of Resolution No. 2023-02

Chief Barrett informed the Board that the Directors must adopt Resolution No. 2023-02 to conduct the regular election of the eligible electors of the District to be held on May 2, 2023, between the hours of 7:00 A.M. and 7:00 P.M. in accordance with Uniform Election Code. At the time, three (3) Directors will be elected to serve a four-year (4) term. It was moved and seconded (Pesicka/Willcox) to adopt Resolution No. 2023-02 to conduct a Board of Directors Election on May 2, 2023, to elect three (3) Directors that will serve a four-year (4) term for the Stratmoor Hills Fire Protection District. The motion passed unanimously with all Directors voting.

CE-1 Career Employee Working Conditions Policy Update

Chief Bittle informed the Board at the December meeting that he has clarified the wording in the Shift Swap section and is requesting this policy update to be approved on the second and final reading. It was moved and seconded (Pesicka/Willcox) to approve the CE-1 Career Employee Working Conditions Policy Update on the second and final reading. The motion passed unanimously with all Directors voting.

VI. Financial Reports

The December check register report where the taxes and employee retirement (Electronic Funds Transfers (EFT)) payments are highlighted was enclosed for the Directors' review. It was moved and seconded (Pesicka/Willcox) to approve the financial reports as presented for the District for the month of December 2022, subject to audit. The motion passed unanimously with all Directors voting. Copies of the financial reports are attached to these minutes and made a part hereof.

VII. Executive Session

Other Business

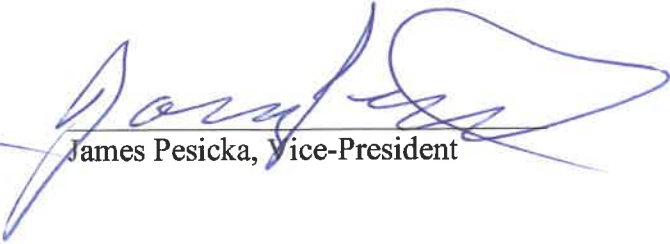
Adjournment

It was noted that the next regularly scheduled Board of Directors meeting would be held at 3:00 p.m. on February 15, 2023, at 2160 B Street, Colorado Springs, CO 80906.

As there was no further business to come before the Board, the meeting was adjourned at 3:36 pm. (Pesicka/Willcox)



Robert Colgrove, President



James Pesicka, Vice-President



John Willcox, Secretary / Treasurer



Cindy Dent, Board Director



Richard Dull, Board Director