

STRATMOOR HILLS FIRE PROTECTION DISTRICT

Board Meeting Agenda

November 15, 2023

3:00 p.m.

I. Approval of Previous Board Meeting Minutes

- Regular Board Meeting – October 18, 2023

II. Approval of Agenda

III. Public Comment

IV. Unfinished Business:

V. New and Miscellaneous Business:

Fire Chief Report – *Informational Item (Bittle)*

- October Calls per District
- Status reports
 - Chiefs' notes – see attached informational sheet
 - Apparatus - (responsibility assigned to – D/E Patalano)
 - Training (responsibility assigned to – Chief Bittle)
 - Inspections (responsibility assigned to – Mark Stanwood)
 - Recruiting (responsibility assigned to – Chief Bittle)
 - Gear (responsibility assigned to – D/E Hall)
 - EMS (responsibility assigned to D/E Bosch)
 - Wildland (responsibility assigned to D/E Ortiz)

Administrative Chief Report – *Informational Item (Barrett)*

- Election results – Proposition HH has failed and according to Department of Local Affairs (DOLA) the budget process will continue as scheduled. Per the news, Governor Polis is wanting to hold an “emergency” legislative session to work on lowering the Property Tax Assessment for fiscal year 2024 – just not dip into the voters TABOR refunds. Chief Bittle and Barrett will continue to keep the Board informed.
- Chief Barrett will remind the Board that the December Board meeting is early due to the Budget process.

F-1 - **2024 Proposed Budget and Public Hearing** – *Informational Item (Barrett)*

Colorado Statutes require a public hearing be held to provide the public with an opportunity to comment on the proposed 2024 Budget. The hearing has been properly posted and published and is now open for public comment. At this time members of the public are invited to question or make comments on the proposed Fire District budget.

F-2 - Employee Christmas Bonus – Action Item (Barrett)

In past years, the Board of Directors have graciously provided a Christmas bonus to the full-time employees. This year the Chief Officers are requesting the Board provide a Christmas bonus of \$600.00 to seven (7) full-time employees and the total amount to be paid will be \$4,200.00.

Recommended motion “...to approve a Christmas bonus of \$600.00 to seven (7) full-time employees for a total amount of \$4,200.00....”

F-3 – Christmas Party – Informational Item (Bittle)

The annual Department Christmas party will be held on Saturday, December 2, 2023, from 6:00 – 10:00 pm at the Double Tree Hotel. Please RSVP to Dottie no later than Monday, November 27, 2023.

F-4 - D-18 Purchase, Use and Storage of Hazardous Materials on Fire District Property Policy – Action Item – (Bittle)

Chief Bittle informed the Board at October meeting that staff has created this policy to prevent the Fire District from incurring a cost to dispose of any hazardous materials. Chief Bittle explained that in the past several employees have allowed chemicals to be dropped off and now the Fire District has to have those chemicals removed at cost to the District. Chief is requesting this policy to be approved on the second and final reading.

Recommended motion”...to approve the D-18 Purchase, Use and Storage of Hazardous Materials on Fire District Property Policy on the second and final reading.....”

F-5 - D-8 Infection Control Policy Update – Action Item – (Bittle)

Chief Bittle inform the Board at the October meeting that staff has recently updated this policy to remove some outdated medical practices and to remove the requirement that the Fire District provide Influenza Vaccines and TB testing. Staff is requesting this policy update on the second and final reading.

Recommended motion”...to approve the D-8 Infection Control Policy Update on the second and final reading.....”

F-6 - Purchase in between Board Meetings – Action Item – (Barrett)

On Monday, October 30, 2023, the twenty-seven (27) year old water heater went out at the Fire Station. After getting three (3) bids, staff chose Jolly Plumbing and Heating to replace the water heater. Directors Pesicka, Willcox and Dent approved the purchase, and the water heater was installed on Friday, November 3, 2023.

Recommended motion”...to approve the purchase and installation of a new water heater for the Fire Station....”

F-7 - Assistant Fire Instructor position description – *Action Item* – (Bittle)

Chief Bittle has created this position description to assist the Fire Instructor with the Fire Academy so that all of the teaching doesn't fall on one person. He is requesting this position to be approved on the first reading.

Recommended motion"...to approve the Assistant Fire Instructor position description on the first reading..."

VI. Financial Reports

VII. Executive Session

VIII. Other Business

IX. Adjournment