

**KIOWA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
December 13, 2023**

The Board of Directors for the Kiowa Fire Protection District met in a regular scheduled meeting on the 13th day of December 2023, with the roll call of members as follows:

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|-----------------|---------|
| Debbie Ullom | Present |
| Andrew Koldeway | Present |
| Karen Hart | Present |
| Lee Montgomery | Present |
| Mitch Sturm | Present |

The Board of Directors convened at 6:02 pm.

Approval of Agenda:

Mitch Sturm made a motion to approve the Agenda for December 13, 2023. Andrew Koldeway seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Correspondence:

None.

Approval of Minutes:

Andrew Koldeway made a motion to approve Kiowa Fire Board Directors meeting minutes of November 8, 2023. Mitch Sturm seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Approval of Checks:

Andrew Koldeway made a motion to approve Kiowa Fire District check #8789 through #8796 and all ACH disbursements, as reviewed by the Board. Mitch Sturm seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Public Comment:

None.

Public Hearing:

Mitch Sturm made a motion to open the public hearing for the adoption of the 2024 budget, certification of mill levy and budget appropriation. Andrew Koldeway seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

With the passage of SB 23B-001, all of the deadline dates for budget adoption, mill levy certification and budget appropriation have shifted. The new dates are:

- **January 3, 2024:** Assessor certifies final valuation of property to local governments.
- **January 10, 2024:** Certify the mill levy, after approval of 2024 budget by the governing body of the local government
- **January 10, 2024:** Deadline to adopt the 2024 budget.
- Appropriation and filing of budget no later than 30 days after budget approval

Geri published an amended public hearing notice in the Ranchland News that was published on December 7 and will be published again on December 14, 2023.

The Chair noted that no public attending the meeting addressed this matter and no Board member received any communications from the public regarding this public hearing.

The final certification of value has not been received by the Assessor's Office at this time, therefore, the Board agreed to table this public hearing until the regular Board of Directors meeting on January 10, 2024.

Report of Officers, Professional Consultants & Committees:

Fire Chief Gerald Lamansky submitted his Chief report on the following items:

Call Volume: For the past month there were 33 calls. YTD calls for 2023 are 536. In November 2023, the volunteers logged 672 shift hours for 37.9 hours per volunteer firefighter. For the 33 responses, there was an average of 2.1 responders per call. Additionally, 34 training hours were logged. Call volume 11% increase from 2022.

Monthly Summary Report: The Board had no further questions on the Chief's monthly report.

Admin/Finance Officer Geri Scheidt came before the Board to discuss the following items:

SIPA: Geri has been notified that Kiowa Fire District is first on the list to update the District website to SIPA's hosting platform by the end of 2023, first part of 2024.

CO EMS Supplemental Report: Geri filed the CO EMS Supplemental report.

Vehicle Titles: NBH Bank released the lien on the two titles that were held for collateral on the lease/purchase agreement for the fire station addition.

Monthly Summary Report: The Board had no questions regarding Geri's monthly summary - report that was submitted.

Attorney Bob Tibbals came before the Board to discuss the following items:

The Board requested that Bob file a lien on properties that have not paid their impact fees due to the Fire District.

ECCA Board Representative Report:

Bob reported that ECCA adopted their 2024 budget.

Volunteer Report:

No report.

Unfinished Business:

Member Handbook: The Board reviewed changes to:

Page 8: No. 13 – Definition of Immediate Family

Page 9: Section 2 – A.1. Addition of ADA & Religious Accommodations

Page 30: Section 5 – Employee Compensation & Work Schedules: E: Regular Pay Procedures, number 5: Annual Salary Increases

Pages 34-38: Section 6 – Benefits: B. Employee Benefits: Sections 1-6.

of the Member Handbook. Lee Montgomery made a motion to adopt these changes to the Member Handbook effective December 13, 2023. Mitch Sturm seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Quick Med Claims Accounts: Bob is working with WIBS regarding ambulance billing claims that Quick Med Claims did not either bill properly or follow up on for payment of ambulance bills that could have been collected. This letter will be a demand letter for a settlement.

New Business:

Ambulance Accounts: Outstanding A/R as of 11/30/2023 is \$61,446.21. The breakdown is: 0-30 days – \$29,519.00; 31-60 days - \$8,924.56; 61-90 days - \$3,235.77; 91-120 days - \$5,318.43; 121-150 days - \$5,782.50; 151+ - \$8,665.95. Tier 1 Billing: 3 accounts for \$1,500.00.

Board of Directors Positions for 2024:

Secretary/Treasurer: Andrew Koldeway made a motion to nominate Karen Hart as Secretary/Treasurer for 2024. Mitch Sturm seconded the motion. Motion carried.

Board Chair & Liaison: Andrew Koldeway made a motion to nominate Lee Montgomery as Board Chair & Liaison for 2024. Mitch Sturm seconded the motion. Motion carried.

Vice Chair: Mitch Sturm made a motion to nominate Andrew Koldeway as the Vice Chair for 2024. Lee Montgomery seconded the motion. Motion carried.

Attorney Appointment: Andrew Koldeway discussed retaining the law firm of CEGR Law for the District. David Greher and Linda Glesne would be designated as the attorneys primarily responsible for legal services given to Kiowa Fire District. This law firm represents over 150 special districts and local government entities throughout the State of Colorado. Additionally, the firm has participated in developing and advocating for legislation considered by the Colorado General Assembly and regularly give presentations on topics affecting special districts with the Colorado Special District Association.

The Board agreed to table the matter to the January 10, 2024, Board meeting for a decision.

Public Comment:

None.

Executive Session for Admin/Finance Officer Geri Scheidt Annual Review: The Board agreed to table this matter until the January 10, 2024, Board meeting.

Executive Session for Fire Chief Gerry Lamansky Annual Review: Lee Montgomery made a motion to go into Executive Session for discussion of a personnel matter under CRS Section 24-6-402(4)(f) involving the annual review of District Fire Chief Gerry Lamansky. Mitch Sturm seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Chief Gerry Lamansky stated for the record that he chose Executive Session for his annual review.

Chair Debbie Ullom stated "I hereby attest that this recording reflects the actual contents of the discussion at the Executive Session and it has been made in lieu of any written minutes to satisfy the recording requirements of the Open Meetings Law. A recording of this Executive Session will be retained by the District for a 90 day period. The time is now 8:08 pm and we now conclude the Executive Session and return to the open meeting.

Mitch Sturm made a motion to come of Executive Session. Andrew Koldeway seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Chair Debbie Ullom requested the attorney to update the Board comments on the review left in from last year to move forward for signature by the Board and the Chief.

No further business coming before the Board, the meeting was adjourned at 8:09 pm with the next regular scheduled meeting to commence at approximately 6:00 pm on Wednesday, January 10, 2024.

KIOWA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

KIOWA, COLORADO

APPROVED BY:

REVIEWED BY:

ATTEST: SECRETARY

BY: _____
Secretary for the Board of Directors