

**KIOWA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
August 13, 2025**

The Board of Directors for the Kiowa Fire Protection District met in a regular scheduled meeting on the 13th day of August 2025, with the roll call of members as follows:

Lee Montgomery	Present
Kim Welk	Present
Karen Hart	Present
Jay Vier	Present
Mitch Sturm	Present

The Board of Directors convened at 6:01 pm.

Approval of Agenda:

Karen Hart made a motion to approve the Agenda for August 13, 2025. Kim Welk seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Approval of Minutes:

Karen Hart made a motion to approve Kiowa Fire Board Directors meeting minutes of July 9, 2025, with the correction of adding "questions" under Fire Chief's Monthly Summary report on page 2 and correct the payment amount from Quick Med Claims to \$24,280 on page 4. Jay Vier seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Correspondence:

None.

Approval of Checks:

Karen Hart made a motion to approve Kiowa Fire District check #8899 through #8907 and approve all ACH disbursements as reviewed by the Board. Jay Vier seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Public Comment:

None.

Report of Officers, Professional Consultants & Committees:

Fire Chief Gerald Lamansky came before the Board to discuss the following items:

Call Volume: For the past month there were 44 calls. YTD calls for 2025 are 313. In July 2025, the volunteers logged 280 shift hours. For the 44 responses, there was an average of 2.04 responders per call. Additionally, 68 training hours were logged. Call volume 0.05% decrease from 2024.

Xcel Transmission Line Project: Chief Lamansky reported that the Xcel transmission line project is currently on hold.

Vehicle Insurance Claim: The District received an \$8,162 insurance payout for hail damage to the 2020 Ford Expedition. The damage is minimal and Chief asked the Board if they would like to proceed with the repairs. The Board agreed not to move forward with repairs to C220 due to minimal damages.

Part-Time Payroll: Chief reported that the Part-Time payroll funds are nearly depleted for 2025. Chief recommended that the \$15,000 from Cypress Creek be reallocated to the part-time payroll line item. Karen Hart made a motion to reallocate the \$15,000 from Cypress Creek to the part-time payroll line item. Kim Welk seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Fuel Theft Case: Chief reported that the court hearings for the fuel theft case are ongoing. The total loss submitted to the court for restitution is \$4,196.99. Chief has requested that the full amount be repaid to the District in a single lump sum. The next scheduled hearing is scheduled for September 5, 2025.

Forest Ridge Cistern: Chief reported that the electrical work on this project is complete. The pump parts are ordered and are waiting for them to arrive to finish the job.

Monthly Summary Report: The Board had no questions regarding the Chief's report that was submitted.

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

Bob reported that he is finalizing signatures on the agreement with Quick Med Claims and this matter will be closed.

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

2024 Audit: Geri reported that the 2024 Audit was filed with the State Auditor's Office on July 11, 2025.

Amazon Business Prime Account: Geri reported that the District's Amazon Business account has been upgraded to a Business Prime account at no cost due to the District's membership with the Special District Association of Colorado

Work Comp Insurance for 2026: Geri provided an update on the 2026 worker's compensation insurance (7710). She has submitted all required information to TCW and will present the quote to the Board for a decision once it is received.

Open Records Request: Geri reported that she has received an Open Records request from Civic IQ Inc. for all purchasing records from 01/01/2022 to date for the fire district. Specific information requested is: We are interested in the following details for all purchases from your record keeping system: vendor number or vendor ID; vendor name; identifier for each purchase, such as purchase order number (PO#) or, alternatively, an invoice or check number; purchase date; line item details or description of each purchase; line item quantity; line item price. Civic IQ is a developer of a market intelligence platform designed to help businesses gain insights into local government procurement.

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

Volunteer Report: No report

Mitch Sturm left the meeting at 6:52 pm.

ECCA Board Representative Report:

Bob reported that ECCA is negotiating the contract with Douglas County for dispatch services. ECCA is also research lease/purchase options for radios/communication upgrades.

Unfinished Business:

Quick Med Claims Accounts: Bob reiterated that this matter is now closed.

New Business:

Ambulance Accounts: Outstanding A/R as of 07/31/25 is \$92,035.46. The breakdown is: 0-30 days – \$22,688.05; 31-60 days - \$12,876.29; 61-90 days - \$12,614.49; 91-120 days – \$5,071.50; 121-150 days - \$8,135.00; 151-180 days - \$7,635.00; 181+ - \$23,015.13. There are 26 accounts in collections that total \$33,319.73.

Engagement Letter for 2025 Audit: Geri presented the engagement letter for the 2025 audit from Fiscal Focus Partners. The cost of the audit is projected to be \$9,100 plus costs. Kim Welk made a motion to accept the Engagement Letter for the 2025 audit from Fiscal Focus Partners. Karen Hart seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Chief Vacation Payout: The Board and Chief discussed the Chief's accrued vacation time and vacation hours will continue to accrue, along with the need for vacation time to be used. The conversation also touched on the challenges of taking time off and ensuring District coverage. The current 48/96 shift work schedule for the 5 full-time employees presents challenges to cover shifts, factoring in vacations, sick time, etc., which has led to increased costs in the part-time salary budget.

Karen Hart made a motion to payout Gerry Lamansky for vacation time in excess of 240 hours at the end of the year. The 240 hours will be carried over into 2026. Jay Vier seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

New Chief Job Description: The Board discussed the job description, annual salary and benefits for the new Fire Chief. It was agreed to continue the conversation after receiving the 2026 property valuations from the Assessor which will provide a more accurate estimate of property tax revenue for the 2026 budget.

Public Comment: None


No further business coming before the Board, the meeting was adjourned at 7:19 pm, with the next regular scheduled meeting to commence at approximately 6:00 pm on Wednesday, September 10, 2025.

MINUTES APPROVED:



Lee Montgomery, Chair

ATTEST: SECRETARY

BY: 

Secretary for the Board of Directors

