

**KIOWA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
November 13, 2024**

The Board of Directors for the Kiowa Fire Protection District met in a regular scheduled meeting on the 13th day of November 2024, with the roll call of members as follows:

Lee Montgomery	Present
Karen Hart	Present
Debbie Ullom	Present
Mitch Sturm	Present

The Board of Directors convened at 6:00 pm.

Approval of Agenda:

Mitch Sturm made a motion to approve the Agenda for November 13, 2024. Debbie Ullom 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 October 9, 2024. Debbie Ullom seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Correspondence:

None.

Approval of Checks:

Debbie Ullom made a motion to approve Kiowa Fire District check #8849 through #8852 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:

None.

Report of Officers, Professional Consultants & Committees:

Fire Chief Gerald Lamansky submitted his Chief report.

Call Volume: For the past month there were 54 calls. YTD calls for 2024 are 484. In October 2024, the volunteers logged 424 shift hours. For the 54 responses, there was an average of 2.1 responders per call. Additionally, 39 training hours were logged. Call volume 4% decrease from 2023.

Concrete Repair: Chief received two quotes for the concrete repair. Quotes received are: Stronghold Construction - \$8,900 and Jantz Contracting - \$9,576. Debbie Ullom made a motion to accept the quote from Stronghold Construction in the amount of \$8,900 upon the attorney's final review on insurance. Mitch Sturm seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Forest Ridge Cistern Repair: Chief received a quote from Matthews Excavating in the amount of \$38,000. Kellogg Contracting declined to bid on this project. The Board agreed additional quotes will be needed for this project.

Impact Fee Study: Chief reported that he contacted BBC Research regarding an update to the impact fee study that was completed in 2003. The cost for the impact fee study will be \$12,000. The Board agreed to budget for the impact fee study update in the 2025 budget to be from capital infrastructure impact fees.

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 discussed statutory deadline dates for the 2025 budget.

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

CO EMS Supplemental Participation: Geri reported that the 2023 CO EMS Supplemental Participation report is due November 28, 2024.

Resolution for 2025 Regular District Election & Appointment of Designated Election Official: Geri presented a resolution to the Board designating the 2025 regular special district election to be held on May 6, 2025 as a polling place election and designate Geri Scheidt as the Designated Election Official to conduct the election on behalf of the District and cancel said election if the only matter before the electors is the election of the Directors of the District and if at the close of business on February 28, 2025, there are not more candidates than offices to be filled at the election, including candidates timely filing affidavits of intent no later than February 27, 2025, the Designated Election Official is authorized to cancel the election and declared the candidates elected. Mitch Sturm made a motion to appoint Geri Scheidt as the Designated Election Official for the 2025 Special District election and adopt Resolution 04-01. Debbie Ullom seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered. Debbie Ullom made a motion that the May 6, 2025 election will be

conducted as a polling place election. Mitch Sturm seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Resolution 04-01
Resolution for 2025 Regular District Election & Appointment of Designated Election Official

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

ECCA Board Representative Report:

Bob Tibbals reported that ECCA will adopt their 2025 budget at the December meeting.

Volunteer Report:

No report.

Unfinished Business:

Quick Med Claims: Bob stated that Diane Gadziala provided the necessary information for submission to the attorney for Quick Med Claims and he has forwarded this information to the attorney.

Sick/Vacation Policy: Geri reported that the sick and vacation policy has been updated in the Member Handbook and will be sent out to employees.

New Business:

Ambulance Accounts: Outstanding A/R as of 10/31/24 is \$27,205.99. The breakdown is: 0-30 days – \$3,837.50; 31-60 days - \$300.00; 61-90 days - \$172.31; 91-120 days – \$0.00; 121-150 days - \$0.00 151+ - \$22,896.18.

2025 Audit Engagement Letter: Geri presented the 2024 Audit Engagement Letter from Fiscal Focus Partners Certified Public Accountants. The fee for these services will be \$8,800 plus out-of-pocket costs such as postage, mileage, etc. Mitch Sturm made a motion to approve the engagement letter for the 2024 audit from Fiscal Focus Partners. Debbie Ullom seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Vacant Board Position Applications: The Board reviewed the applications received from Kim Welk and Randy Rafferty to be appointed to the vacant Board position. The board meeting did not include a request for applicants to discuss their application. Kim Welk was present and addressed questions posed by the Board. Debbie Ullom made a motion to appoint Kim Welk to the vacant Board position. Mitch Sturm seconded the motion. Further discussion: Karen did not support the motion stating she preferred to interview the other applicant before a final decision was made. The roll having been called, Karen Hart voted "no". Motion carried.

Public Comment:

None.

No further business coming before the Board, the meeting was adjourned at 6:50 pm with the next regular scheduled meeting to commence at approximately 6:00 pm on Wednesday, December 11, 2024.

MINUTES APPROVED:



Lee Montgomery, Chair

ATTEST: SECRETARY

BY: 

Secretary for the Board of Directors

