

**KIOWA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
October 9, 2024**

The Board of Directors for the Kiowa Fire Protection District met in a regular scheduled meeting on the 9th day of October 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 October 9, 2024. Karen Hart 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 September 11, 2024. Mitch Sturm seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Correspondence:

Received notification from Elbert County of a public hearing regarding EC East Metropolitan District Nos. 1-5, EC East Commercial Metropolitan District, EC East Industrial Metropolitan District, EC East Overlay Metropolitan District and EC East Water & Sanitation District. Service plans and related documents for each of the EC East Metropolitan District Nos. 1-5, EC East Commercial Metro District, EC East Industrial Metro District, EC East Overlay Metro District and EC East Water and Sanitation District. A map of the Districts, preliminary plans and specifications of the proposed service plans are on file in the office of the Elbert County Clerk & Recorder and available for public inspection. The Elbert County Commissioners will hold a meeting on November 12th beginning at 9am and public hearings will begin at 1pm to consider the adequacy of the service plans and form a basis for adopting a resolution approving, disapproving or conditionally approving the service plans for each of the respective Districts.

Approval of Checks:

Debbie Ullom made a motion to approve Kiowa Fire District check #8842 through #8848 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 50 calls. YTD calls for 2024 are 430. In September 2024, the volunteers logged 491 shift hours. For the 50 responses, there was an average of 2.1 responders per call. Additionally, 32 training hours were logged. Call volume 7% decrease from 2023.

Station #1 Concrete: Chief reported that there is approximately 800 square feet of concrete on the apron area in front the bay doors that has sustained significant wear and tear and now poses safety hazards and usability. Replacing the concrete will ensure the area is structurally sound and prevent further issues. Chief has received one quote for \$9,500 and has not received a second quote at this time. Debbie Ullom made a motion to authorize the Chief to get a second bid and send both bids to the Board for review and authorize expenditure not to exceed \$11,000 on the 800 square feet of concrete repair/replacement. Mitch Sturm seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

EMTS Grant-Pram/Auto Loader: Chief reported that the pram/auto loader will be delivered directly to the company that is building the new ambulance and the pram/auto loader will be equipped in the new ambulance when it is picked up on November 18th. Debbie Ullom made a motion to authorize payment of the pram/auto loader from Capital Infrastructure Impact Fees instead of General Fund in the amount of \$29,279.69. Mitch Sturm seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Forest Ridge Cistern: Chief reported that he has received a quote from Matthews Excavating in the amount of \$38,378.00 to repair the cistern at Forest Ridge. Chief will also check with Kellogg Contracting for quote.

Cypress Creek Solar Farm: Chief reported that Cypress Creek Solar Farm is a green project and is limited to \$600 in impact fees but will gift \$5,000 per year for two years to Kiowa Fire District to be used for wildland equipment. Mitch Sturm made a motion to ratify and accept the \$5,000 for two years and authorize the Chief to send a thank you note to Cypress Creek Solar Farm. Debbie Ullom seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Impact Fee Study: Chief and the Board discussed having the District's impact fee study reviewed/updated. Attorney Bob Tibbals stated that the cost of this review could be paid for from impact fees. Chief will contact BBC and get quote for the review to update the impact fee study.

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 reviewed his legal status report he sent to the Board and reported that Energy Mineral Impact grant funds are available through Division of Local Government.

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

Budget Committee: The Budget Committee held a meeting on September 29th to discuss and prepare the preliminary 2025 budget.

Property/Casualty Renewal: Geri discussed the insurance proposal for the District received from TCW Risk Management. Property/casualty coverage is through First Fire. The annual payment is \$16,613.25 and is a 3 year guaranteed rate. This policy covers property, inland marine, general liability, professional lines, automobile, excess, crime, terrorism and cyber. The AD&D policy is included and will be invoiced separately for \$2,647. Mitch Sturm made a motion to approve \$2,647 for the AD&D policy. Karen Hart seconded the motion. The roll having been called, the Chair declared the motion unanimously carried and so ordered.

Pinnacol Assurance Salary Update: Geri reported that she will be sending Pinnacol Assurance the District's updated employee salaries that is requested to calculate the District's 2025 worker compensation insurance premium.

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 is moving forward with the 2025 budget.

Volunteer Report:

No report.

Unfinished Business:

Quick Med Claims: Bob reported that Diane is pulling the information from the Quick Med Claim reported and reformatting the claim information and will send that report to Bob so it can be remitted to Quick Med Claims legal counsel.

New Business:

Ambulance Accounts: Outstanding A/R as of 9/30/24 is \$31,368.49. The breakdown is: 0-30 days – \$2,817.31; 31-60 days - \$3,837.50; 61-90 days - \$0.00; 91-120 days – \$300.00; 121-150 days - \$0.00 151+ - \$24,413.68. There are 15 accounts in collections that total \$10,417.25.

Sick & Vacation Policy: Geri discussed verbiage for the vacation payout. The Board agreed that the verbiage is "Employees who terminate their employment with accrued but unused vacation will be paid at their current regular rate of hourly pay for such vacation time not to exceed their annual maximum accrual per the chart listed in the Member Handbook.

2025 Budget Presentation: The Budget Committee submitted the preliminary 2025 budget for review. The committee reviewed the audited 2023 numbers, estimated 2024 income and expenses and 2025 projected revenue and expenditures. Additionally, the committee identified funding gaps and allocation of resources for operations, personnel and capital expenses.

Board Vacancy Position: The Board discussed due to Andrew Koldeway's passing, there is a vacancy on the Board of Directors. After discussion, the Board agreed to post the vacancy on the District website and Facebook requesting applications with a deadline date of November 5, 2024 at 5pm.

Public Comment:

Terry Howard, Town of Kiowa Board of Trustee thanked the Kiowa Fire members for all of their work and looks forward to working with the District in the future.

No further business coming before the Board, the meeting was adjourned at 7:42 pm with the next regular scheduled meeting to commence at approximately 6:00 pm on Wednesday, November 13, 2024.

MINUTES APPROVED:



Lee Montgomery, Chair

ATTEST: SECRETARY

BY: 

Secretary for the Board of Directors