

RECORD OF THE PROCEEDINGS OF THE REGULAR BOARD MEETING OF THE PAGOSA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

November 14, 2023

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, November 14, 2023. This meeting was held at 165 N. Pagosa Blvd., Pagosa Springs, Colorado. These meetings are open to the public.

Call to Order

Chairman Lattin called the meeting to order at 5:30 p.m.

Board Members in Attendance

LeRoy Lattin (Chairman), Ron Beckman (Vice-Chairman), James Martin (Secretary/Treasurer), Ryan Foster (Director) and Wayne Hooper (Director) were present.

Staff Present

Chief Bertram, Captain Johnson, Driver Operator Butcher and Business Manager Bliss were present.

Public Comments

(None)

Approval or Adjustments to the Agenda

Regular Meeting Minutes – October 10, 2023

The minutes from the October 10, 2023 regular meeting were approved with a motion by Beckman, seconded by Hooper and passed unanimously.

Old Business

A. Consideration and Recommendation from the Apparatus Committee Regarding Tender Purchase

Chief Bertram advised Captain Johnson and Driver Operator Josh Butcher were present representing the Apparatus Committee with their recommendations regarding the potential tender purchase. Captain Johnson distributed documentation with their recommendation from Mile-Hi Fire Apparatus, Inc. Chief Bertram advised a new contract needs to be addressed as the bid has expired. Beckman moved to table this item awaiting a new bid and clarification on specifications. Hooper seconded the motion and it passed unanimously.

New Business

A. Consideration of Changing the Meeting day and time in order to have legal counsel present

Lattin moved to change the 2024 meeting dates to the first Tuesday of the month with the time remaining at 5:30 p.m. Beckman seconded the motion and it carried unanimously.

B. Consideration of Engagement Letter with Mayberry for 2023 Audit Services

Chief Bertram presented an Engagement Letter for Board approval for 2023 Audit Services with Mayberry. Chief Bertram expressed his familiarity with Mayberry and reiterated their cost for services was approximately \$22,000 less than the District's current provider. Foster moved to approve signing the letter engaging audit services with Mayberry. Martin seconded the motion and it carried unanimously.

C. Consideration of a Letter to the Archuleta County Treasurer Authorizing Changes to Direct Deposit Account

Manager Bliss presented a Letter to the Archuleta County Treasurer for approval authorizing future disbursements to be directly deposited into the newly established ColoTrust account. Beckman moved to approve the letter as presented. Martin seconded the motion and it carried unanimously.

Reports:

A. Financial Report:

- Received Notification from the County Assessor's Office regarding the Special Legislative Session beginning on Friday the 17th and therefore, they are unable to produce final certification letters before the Thanksgiving holiday
- Budget Hearing Notice has been posted on our website and Published in the Sun
- The October Tax Disbursement was received
- 4 Pending Reimbursements through Fire Billing (\$48,587.31)
- 4 Reimbursements have been paid (\$64619.54)
- Received the DFPC Grant for PPE in the amount of \$64,000 – Chief Deputy Macht is working on scheduling fittings for structure, wildland and technical rescue (15 sets)
- 6 Pending Out of District Claims have been filed with Fire Recovery
- Have Received \$5,964.57 YTD in interest from ColoTrust
- Burn Permits to date: 731
- Plan Reviews to date: 25

A. Deputy Chief Report

Deputy Chief Macht was not present as he was attending SDA Leadership training.

B. Chief Report

- Met with an architect regarding building options to provide suitable office space
- Changing reporting system to First Due which provides an updated platform allowing for more efficient workflow
- Driver Operator practical to take place in December
- Director Hooper inquired about the N. Pagosa road closure affecting response times – Chief Bertram responded no issues have been reported
- Martin inquired about foam – Chief Bertram would discuss with Deputy Chief Macht upon his return

Executive Session

A. Update between Pagosa Fire Protection District and David Montoya Jr. for work provided on the 1956 International

Ron Beckman moved to enter into Executive Session pursuant to C.R.S. 24-6-402(4)(e) Determining positions relative to matters that may be subject to negotiation, developing strategy for negotiations, and instructing negotiators. Wayne Hooper seconded the motion and it passed unanimously.

Chairman Lattin announced that Directors Beckman, Martin, Foster and Hooper along with Chief Bertram and Business Manager Bliss would be entering into Executive Session. No decisions would be made.

Chairman Lattin recessed the Regular Meeting and convened the Executive Session at 6:03 p.m.

Chairman Lattin adjourned the Executive Session and reconvened the Regular Meeting at 6:18 p.m.

Ron Beckman moved to direct staff to draft a letter to dissolve services for work on the 1956 International. James Martin seconded the motion and it passed unanimously.

Good of the Order

- Halloween events were successful
- Christmas for Kids event scheduled for 12/15
- Old Fashioned Christmas scheduled for 12/16
- Volunteer Firefighter Taylor Banks and Firefighter Matthew Waller passed their Hazmat Ops Tests

Adjournment

There being no further business, the meeting was adjourned at 6:20 p.m.

Approved this 12th day of December, 2023.



James Martin, Secretary/Treasurer