

**Falcon Fire Protection District
Board of Directors Regular Board Meeting
March 20, 2024 Approved Minutes**

CALL TO ORDER

President Reid called the regular meeting of the Board of Directors to order at 15:01 hours on Wednesday, March 20, 2024.

ATTENDANCE

James Reid, President
Dan Kupferer, Vice President
Ray Hawkins, Treasurer
Edward (Steve) Podoll, Secretary

ALSO PRESENT

Joan Fritsche, Legal Counsel – via conference call
Trent Harwig, Fire Chief, Falcon Fire Protection District
Jeff Petersma, Deputy Chief, Falcon Fire Protection District
Jon Webb, EMS Division Chief, Falcon Fire Protection District
Joe Cosgrove, Battalion Chief, Falcon Fire Protection District
Rob Wilkerson, Fleet Mechanic, Falcon Fire Protection District
Gretchen Tetzlaff, Office Manager, Falcon Fire Protection District
Mike Collins, District Chaplain
Other members of the Falcon Fire Protection District

ABSENT

Thomas Kerby, Assistant Secretary
Curtis Kauffman Lt./Fire Inspector, Falcon Fire Protection District
Corey Kirt, Battalion Chief, Falcon Fire Protection District
David Smith, Battalion Chief, Falcon Fire Protection District
Twyla Kuemmerle, Administrative Assistant, Falcon Fire Protection District

Director Hawkins moved to excuse Thomas Kerby's absence. Director Podoll seconded the Motion. The Motion passed unanimously.

APPROVAL OF AGENDA

Director Hawkins moved to approve the agenda. Director Podoll seconded the Motion. The Motion passed unanimously.

PUBLIC COMMENT

Deputy Chief Petersma advised that Curtis Kauffman's mom, Esther, is in comfort care and her health has declined some more today, which is why he wasn't at today's meeting.

CORRESPONDENCE

None.

APPROVAL OF THE MINUTES

Director Podoll moved to approve the February 21, 2024 Regular Board Meeting Minutes as presented. Director Kupferer seconded the Motion. The Motion passed unanimously.

REPORTS

Treasurer's Report

Chief Harwig reviewed the February Treasurer's Report with the Board. The Chief noted 16.7% of the 2024 fiscal year is complete in this Report.

Total General Fund Budget revenues received were at 2%. Specific Ownership Tax is at 18%. Total General Fund expenditures across all categories were at 19% of the budget.

The Ambulance Fund Budget transport fees were at 18%. Total revenues received were at 23%. Total expenditures were at 15%.

The Capital Improvement Fund revenues received were at 25%. Total Capital Improvement Fund expenditures were at 5%.

The Rural Water Fund Revenues had no activity or expenditures for the month of February. Total Rural Water Fund expenditures were at 0% of budget.

Chief Harwig advised that the county provided the losses in revenue the District realized from SB-238 and SB-23B-001. The State required this information from the County in March so they could calculate the District backfill amounts.

The County states the District lost \$650,284 from SB-238 and an additional \$739,057 from SB-23B-001. Senate Bill language indicated the Fire District would receive 90% backfill from SB-238 losses and 100% backfill from SB-23B-001 losses. It is unclear at this point how the state will provide those backfill dollars or when.

Director Hawkins moved to accept the February 2024 Treasurer's Report. Director Kupferer seconded the Motion. The Motion passed unanimously.

Staff Report

Deputy Chief Petersma reviewed the written reports for January 2024 which included the January incident counts which were at approximately 367 calls, response times, mutual aid given, and mutual aid received.

Deputy Chief Petersma reported that there were 48 Reserve hours for the month of February.

EMS Division Chief Webb reviewed the written Transport Report with the Board and advised that the crews transported 124 patients in the month of February.

EMS Division Chief Webb advised the Board that the District hired a part time EMS Instructor, Carl Powell who has been leading community CPR classes over the past couple of months.

Fire Prevention Lieutenant Kauffman provided a written Plan and Building Inspection Report for the Board's review.

Attorney's Report

Attorney Fritsche provided a written Attorney's Report which was sent separately to the Board.

UNFINISHED BUSINESS

Maintenance Building Project

Chief Harwig advised that the engineering has been completed for the metal maintenance building and it has been ordered. The final drawings are scheduled to be sent to Regional by April 8, 2024. The groundbreaking is scheduled for May 2024, and everything is on schedule. The ground engineers had to raise the building one foot to allow for sewer drainage.

- Change Order #1 Design and Engineering Agreement Credit \$69,000.00
- Draw Request #1 Metal Building Purchase Deposit \$25,526.00

Director Hawkins moved to approve the Change Order #1 Design and Engineering Agreement Credit of \$69,000 from Hammer's Construction Contract. Director Kupferer seconded the Motion. The Motion passed unanimously.

Director Kupferer moved to ratify the Draw Request #1 Metal Building Purchase Deposit for \$25,256.00, which the document needs to have the dates corrected. Director Podoll seconded the Motion. The Motion passed unanimously.

Station 1 Parcel – Tract B El Paso County Sheriff's Office Substation

Chief Harwig advised that the District received documents from the architect that showed changes that the District had requested. We are still waiting for final easement agreements.

NEW BUSINESS

None.

PUBLIC COMMENT

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

Director Hawkins moved to adjourn the Board meeting. Director Kupferer seconded the Motion. The Motion passed unanimously. The meeting adjourned at 15:30 hours.

I hereby attest to the accuracy of the meeting Minutes:

Edward Podoll, Secretary