

**Falcon Fire Protection District
Board of Directors Board Meeting
October 21, 2020
Approved Minutes**

Call to Order

President Kerby called the regular meeting of the Board of Directors to order at 16:03 hours on Wednesday, October 21, 2020.

ATTENDANCE

Thomas Kerby, President
Joan Hathcock, Vice President – via Zoom conference
Ray Hawkins, Treasurer
Michael Collins, Secretary – via Zoom conference
Dan Kupferer, Assistant Secretary – via conference call @ 16:42

ALSO PRESENT

Joan Fritsche, Legal Counsel
Trent Harwig, Fire Chief, FFPD
Jeff Petersma, Deputy Chief, FFPD
Jon Webb, EMS Division Chief, FFPD
Joseph Cosgrove, Battalion Chief, FFPD – via Zoom conference
Gretchen Tetzlaff, Office Manager, FFPD
Other members of the Falcon Fire Protection District
Pete Gawda, The New Falcon Herald

ABSENT

None.

ADDITIONS/DELETIONS TO THE AGENDA

None.

APPROVAL OF AGENDA

Director Hawkins moved to approve the Agenda as written. Director Collins seconded the Motion. The Motion passed unanimously.

PUBLIC COMMENT

None.

CORRESPONDENCE

None.

APPROVAL OF THE MINUTES

Director Collins moved to approve the September 9, 2020 Special Board Meeting Minutes as written. Director Hawkins seconded the Motion. The Motion passed unanimously.

REPORTS

Treasurer's Report

Chief Harwig reviewed the written October Treasurer's Report with the Board. The Chief noted 75% of the fiscal year is complete.

The General Fund Budget revenues received were at 96%. Specific Ownership Tax revenue is at 82%. Total General Fund expenditures across all categories were at 68%.

The Ambulance Fund Budget revenues received were at 69%. Collection fees were at 53%. Total Ambulance Fund expenditures were at 51%.

The Capital Improvement Fund revenues received were at 90%, which increased due to the Lease Purchase. Total expenditures were at 34%.

The Rural Water Fund expenditures for the month of September were at 21%.

Director Collins moved to accept the September, 2020 Treasurer's Report as presented. Director Hawkins seconded the Motion. The Motion passed unanimously.

Chief's Report

EMS Division Chief Webb advised that COVID cases are increasing in the District. None of the District's employees have reported testing positive to date.

EMS Division Chief Webb reviewed a written Transport Report with the Board and advised the crews transported 94 patients in the month of September and responded to 11 other patients who refused transport.

Deputy Chief Petersma advised there were 84 Reserve standby hours for the month of September.

Deputy Chief Petersma went over the statistics for September and the total calls were at 280.

Attorneys' Report

A written Attorneys' Report was provided to the Board and Attorney Fritsche and updated the Board on the topics covered in the written report.

Attorney Fritsche advised that the District needs to update its District map due to adding the Crossroads North Inclusion area.

UNFINISHED BUSINESS

Old Meridian Road and Hwy 24 Intersection Design

Chief Harwig advised that the roundabout is now open at Meridian & McLaughlin. New Meridian Road will have to be completed before construction continues at Old Meridian Road and Hwy 24.

Station 3 Development Plan Status

Director Kupferer advised that the Station 3 Development Plan was supposed to be ready to be signed off, but he also received an email from Jack Patton with the County asking him to call him to address or explain one item.

Director Kerby advised that the County requested the District consider closing the driveway off of Old Meridian Road in the next phase of roadway construction, which will occur after the new station is open. Chief Harwig spoke to the County Engineer about Station 3 access and she indicated the taxpayers' money should not be spent to close the driveway, especially since it was recently redone. If the County decides the additional driveway is a danger in the future, the District would have to agree with the County to close it off at that time. Director Kupferer advised that it should be able to remain open as secondary

emergency access since the water and sewer main are located in the main driveway and if something ever happens to one of the lines, the secondary access could be utilized.

Fire Station Development Agreement, Lease and Purchase Option

Chief Harwig advised that the Fire Station Lease Agreement has been finalized and funded.

Construction Update

Chief Harwig advised that Hammers Construction will pull a foundation permit from the County once the Development Plan has been approved.

Ratification of Hammers Construction Draw No. 1198-1 through 1198-5

Chief Harwig reviewed the paid Construction Draws to Hammers Construction with the Board.

Director Hawkins moved to ratify the Hammers Construction Draws No. 1198-1 through 1198-5. Director Collins seconded the Motion. The Motion passed unanimously.

Approval of Change Orders

None.

Administration Building

Chief Harwig advised that YOW Architects sent the plans for the Administration Building to Hammers Construction for preliminary pricing. The estimate came back at \$1.5 Million, not including asbestos abatement and some other expenses that the District will need to add like keyless entry, generator, etc.

NEW BUSINESS

2021 Preliminary Budget

Chief Harwig reviewed the written 2021 Preliminary Budget with the Board.

Director Kupferer moved to set the 2021 Budget Hearing for December 9, 2020. Director Hawkins seconded the Motion. The Motion passed unanimously.

EXECUTIVE SESSION

None.

PUBLIC COMMENT

None.

ADJOURNMENT

Director Collins moved to adjourn the Board meeting. Director Hawkins seconded the Motion. The Motion passed unanimously. The meeting adjourned at 17:35 hours on October 21, 2020.

I hereby attest to the accuracy of the meeting Minutes:

Michael Collins, Secretary