

**Falcon Fire Protection District
Board of Directors Regular Board Meeting
February 21, 2024 Approved Minutes**

CALL TO ORDER

President Reid called the regular meeting of the Board of Directors to order at 1501 hours on Wednesday, February 21, 2024.

ATTENDANCE

James Reid, President
Dan Kupferer, Vice President (arrived at 15:07)
Ray Hawkins, Treasurer
Edward (Steve) Podoll, Secretary
Thomas Kerby, Assistant Secretary

ALSO PRESENT

Joan Fritsche, Legal Counsel
Jeff Petersma, Deputy Chief, Falcon Fire Protection District
Curtis Kauffman Lt./Fire Inspector, Falcon Fire Protection District
Joe Cosgrove, Battalion Chief, Falcon Fire Protection District
Corey Kirt, Battalion Chief, Falcon Fire Protection District
Rob Wilkerson, Fleet Mechanic, Falcon Fire Protection District
Twyla Kuemmerle, Administrative Assistant, Falcon Fire Protection District
Mike Collins, District Chaplain
Other members of the Falcon Fire Protection District
Joe Butler, Project Manager, Hammers Construction, Inc.
Mike Fruegel, Superintendent, Hammers Construction, Inc.

ABSENT

Trent Harwig, Fire Chief, Falcon Fire Protection District
Jon Webb, EMS Division Chief, Falcon Fire Protection District
David Smith, Battalion Chief, Falcon Fire Protection District
Gretchen Tetzlaff, Office Manager, Falcon Fire Protection District

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None.

CORRESPONDENCE

None.

APPROVAL OF THE MINUTES

Director Kerby moved to approve the January 17, 2024 Regular Board Meeting Minutes as presented. Director Podoll seconded the Motion. The Motion passed unanimously.

REPORTS

Treasurer's Report

Chief Harwig was absent, Deputy Chief Petersma reviewed the January Treasurer's Report with the Board. The Deputy Chief noted 8.3% of the 2024 fiscal year is complete in this Report.

Total General Fund Budget revenues received were at 1%. Specific Ownership Tax is at 8%. Total General Fund expenditures across all categories were at 6% of budget.

Director Kupferer arrived at 1507.

The Ambulance Fund Budget revenues received were at 4%. Total expenditures were at 8%.

The Capital Improvement Fund revenues received were at 1%. Total Capital Improvement Fund expenditures were at 4%.

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

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

Staff Report

Deputy Chief Petersma reviewed the written reports for December which included the December incident counts which were at approximately 360 calls, response times, mutual aid given and mutual aid received.

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

EMS Division Chief Webb was absent, Deputy Chief Petersma reviewed the written Transport Report with the Board and advised that the crews transported 219 patients in the month of January.

Fire Prevention Lieutenant Kauffman reviewed a written Plan and Building Inspection Report with the Board.

Attorney's Report

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

UNFINISHED BUSINESS

Maintenance Building Project

Joe Butler, Project Manager for Hammers Construction, Inc. introduced Mike Fruegel, Superintendent for the Maintenance Building Project. Mr. Butler gave the Board an overview of the building aspects for the Maintenance Building. Attorney Fritsche requested that the construction timeline (Exhibit E) be presented to the Board. Mr. Butler stated that Hammers anticipate breaking ground in May and completing the project by the middle of October. Director Kerby asked how far along they were in the design process, Mr. Butler stated that they are close to having it finalized. A discussion followed regarding sewer line issues.

Director Kupferer moved to approve the Hammer's Construction Contract. Director Podell seconded the Motion. The Motion passed unanimously.

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

Attorney Fritsche stated that a very productive meeting was held with the County Projects Team Manager and other county consultants as well as Chief Harwig and Director Kerby, who walked the County Project Team through the process as most of the County Project Team are new personnel. A discussion was held regarding the County and what needs to take place to keep the project on track.

NEW BUSINESS

2023 Auditor’s Proposal was presented by Erickson, Brown and Kloster, LLC. This will be the third audit that this company will have conducted for the District. The audit cost will not exceed \$17,500.

Director Hawkins moved to accept the Proposal for the 2023 Audit from Erickson, Brown and Kloster, LLC. Director Kerby seconded the Motion. The Motion passed unanimously.

PUBLIC COMMENT

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

Director Kupferer moved to adjourn the Board meeting. Director Kerby seconded the Motion. The Motion passed unanimously. The meeting adjourned at 1528 hours.

I hereby attest to the accuracy of the meeting Minutes:

Edward Podoll, Secretary