# Call to Order

President Kerby called the regularmeeting of the Board of Directors to order at 15:02 hours on Wednesday, April 19, 2023.

**Attendance**

Thomas Kerby, President

Dan Kupferer, Vice President

Ray Hawkins, Treasurer

Michael Collins, Secretary- via conference call

Cory Galicia, Assistant Secretary

**Also Present**

Joan Fritsche, Legal Counsel

Trent Harwig, Fire Chief, FFPD

Jeff Petersma, Deputy Chief, FFPD

Jon Webb, EMS Division Chief, FFPD

Joe Cosgrove, Battalion Chief, FFPD

Curtis Kauffman, Lieutenant/Fire Inspector

Gretchen Tetzlaff, Office Manager, FFPD

Twyla Kuemmerle, Administrative Asst.

Lea Grady, New Falcon Herald

Jim Reid, Candidate for Board of Directors

Other members of the Falcon Fire Protection District

**Absent**

Corey Kirt, Battalion Chief, FFPD

David Smith, Battalion Chief, FFPD

**Additions/Deletions to the Agenda**

None.

**Approval of Agenda**

*Director Collins moved to approve the agenda as amended. Director Galicia seconded the Motion. The Motion passed unanimously.*

**Public Comment**

None.

**Correspondence**

None.

**Approval of the Minutes**

*Director Hawkins moved to approve the March 15, 2023 Regular Board Meeting Minutes as written. Director Galicia seconded the Motion. The Motion passed unanimously.*

**Reports**

Chief Harwig introduced Twyla Kuemmerle, the District’s new Administrative Assistant.

Treasurer’s Report

Chief Harwig reviewed the written March Treasurer’s Report with the Board. The Chief noted 25% of the 2023 fiscal year is complete in this report.

Total General Fund Budget revenues received were at 41%. Specific Ownership Tax is at 23%. Total General Fund expenditures across all categories were at 23% of budget.

The Ambulance Fund Budget revenues received were at 58%. Transport fees were at 27%. Total Ambulance Fund expenditures were at 21% of budget.

The Capital Improvement Fund revenues received were at 27%. Total expenditures were at 16% of budget.

The Rural Water Fund had $630.00 expenditures for the month of March.

*Director Collins moved to accept the March, 2023 Treasurer’s Report, as presented. Director Kupferer seconded the Motion. The Motion passed unanimously.*

Staff Report

Chief Harwig advised that the District has contracted with Simpleworks for enhanced cyber security protection and the District has been awarded a grant from Special Districts Association to conduct an audit of the District’s cyber security. If the District passes this audit, the SDA will increase the District’s

cyber security insurance to One Million Dollars, up from its current limit of Two Hundred Thousand Dollars.

Deputy Chief Petersma reviewed the written reports with the Board for February, 2023 which included the February incident counts which were at approximately 284 calls, response times, mutual aid given and mutual aid received.

Deputy Chief Petersma advised that there were 134.5 Reserve hours for the month of March.

EMS Division Chief Webb reviewed a written Transport Report with the Board and advised that the crews transported 130 patients in the month of March.

Fire Prevention Lieutenant Kauffman provided the Board with an update on recent building inspections he has done.

Attorney’s Report

Attorney Fritsche provided a written Attorney’s Report to the Board.

**Unfinished Business**

Administration Building Addition & Remodel 100% Complete

Chief Harwig advised the Board that the administration building remodel and addition is complete. A Notice of Final Payment had been published twice, two weeks apart, in *The Gazette* and final payment made to iiCon Construction more than ten days after the second publication and no statement of claims had been received for the project.

Station 1 Parcel – proposed El Paso County satellite office and Sheriff’s Office substation

President Kerby advised that there is nothing new to report.

Maintenance Building

Director Kupferer advised that he received a proposal from John Schwab, the engineer who did the storm drainage work on the detention pond, for drainage plans required by the County. In addition, a letter of intent needs to be submitted. Director Kupferer noted that the site development plan could be approved within a few months. A discussion of the detention pond and design build concept followed.

**Election Update**

Attorney Fritsche reported that a total of 82 absentee ballots have been mailed. Additional absentee ballots will be mailed upon request. Mandi Kirk, the Designated Election Official, contacted several individuals recommended by the County to serve as election judges. Four election judges were appointed on April 17, 2023 and election judge training is scheduled to take place at the Admin Building next week.

**New Business**

None.

P**ublic Comment**

Director Collins advised that it is an honor and a privilege working with this Board and the District. It has been fun and he will miss everything. He will still be a Chaplain with the District.

Chief Harwig introduced Jim Reid to the Board. He is running for the Falcon Board and advised the Board of his background.

President Kerby thanked the firefighters and paramedics for their service as it is a difficult profession to be in. He also thanked the Chiefs and their officers; he feels that they have the best interests of the District at all times and hold the District to the highest standards. He has enjoyed being a part of the team with everyone.

**Executive Session**

None.

**Adjournment**

*Director Collins moved to adjourn the Board meeting. Director Kupferer seconded the Motion. The Motion passed unanimously. The meeting adjourned at 16:36 hours on April 19, 2023.*

I hereby attest to the accuracy of the meeting Minutes:

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Cory Galicia, Assistant Secretary