

MINUTES
NORTH ROUTT FIRE PROTECTION DISTRICT
Board of Directors Meeting
61915 County Road 129, Clark, Colorado

July 12, 2022

The regular meeting of the Board of Directors of the North Routt Fire Protection District was called to order by President Warnke at 7:03p.m.

ROLL CALL

Directors Present:

Steve Warnke, President
Paul Slivon, Director
Todd Zvorak, Director
Larry Williams, Vice President
Jim Standish, Secretary/Treasurer

Also Present:

Mike Swinsick, Fire Chief
Lisa Lancaster, District Administrator
Chris Catterson, District Auditor

ADDITIONS TO AGENDA

Review QuickMed Billing services under Financial.

PUBLIC COMMENT

None

EXTERNAL CORRESPONDENCE

None.

APPROVAL OF PREVIOUS MEETING MINUTES

Sec/Treas Standish moved to approve the minutes from June 14th, Director Zvorak seconded, motion carried.

DIRECTOR REPORTS

Statutory/Regulatory/General Business

- Oaths of office – re-administered – Steve Warnke, Larry Williams, Jim Standish – DOLA rejected filing for wrong date.
- Dry hydrant update – Chief Swinsick has talked to four separate landowners regarding developing new dry hydrants. Tested an old one yesterday that is still functional.
- No further discussion at this time regarding backflow preventer relocation matter.
- County OEM David DeMorat is keeping this year's budget for now.

Financial

- The transaction list was reviewed. There was one addition – Pinnacol Assurance for \$1,121. Director Zvorak moved to approve the transaction list with addition. Sec/Treas Standish seconded, motion carried.
- Regarding the purchase of treasuries, Sec/Treas Standish is having a hard time figuring out how to purchase treasuries as a government entity vs. an individual.
- District got approval pending acceptance for the VFA Grant - \$4,952.

- Auditor Chris Catterson is here to address any questions related to the 2021 audit.
 - President Warnke asked about the audit adjustments that need to be made in Quickbooks to balance the accounts.
 - Question about ownership tax, which is related to vehicle registrations. The district apparently gets a small piece of everyone's vehicle registration.
 - Question regarding pension plan (defined benefit) – Director Slivon is curious as to why Catterson thinks it's underfunded. The account fluctuates based on actuarial values; Catterson doesn't believe it's really related to mis-management, however President Warnke disagrees. Considerable discussion, but it's really not in the district's control.
 - Catterson explained that one of the main things he looks at is fund balance vs expenses, and it is his opinion that the district has a good balance.
 - President Warnke also reviewed the draft of the management letter for the audit.
- Director Slivon made a motion to accept the audit for 2021, Director Zvorak seconded, motion carried.
- Upgraded version of Quickbooks is working fine.
- Chief Swinsick is manually sending employee hours to District Administrator Lancaster for payroll until everyone can get on the same page with Google docs.
- Chief Swinsick reviewed report from QuickMed Claims showing how the district's rates compare to other districts, but the comparison pool is not really defined.
- The Board has directed Sec/Treasurer Standish to contact an independent brokerage firm for the purpose of executing the district's plan to invest in short-term treasuries.

Community and Intergovernmental

- Chief Swinsick gave the Board a summary of some of the incidents that occurred as a result of the Rainbow Gathering.

FIRE CHIEF REPORT

Call volume –

Currently at 61 calls for service ytd (vs 71 ytd 2021/71 ytd 2020), 20 Fire/Rescue related, 13 Cancelled Enroute, 5 false alarm, 1 Structure Fire, 2 Unauthorized Burns, 0 Wildland, 10 MVA, 29 EMS total- 17 BLS TX, 1 ALS TX, 0 CPR calls, 11 refused care, 2 Care Transferred, 1 Event Standby.

Wildland Fire Statutes-

No active fires

Equipment status-

Engine 3-3 has fuel pump leak, minor so far. Brush 3-1 swapped out while state shop repairs.

Personnel-

New schedule going OK. COVID hit several staff/families. Volunteers down to 8! Too thin, something needs to be done to recruit or more staff will need to be hired. Chief Swinsick doesn't know what else to do to recruit volunteers, and the district's demographics show that there is a large increase in second homeowners.

OLD BUSINESS

Director Williams made some progress since last month with the competitive fire district wage and salary information – he is now up to 9 districts for which he has complete information. A lot of the chiefs have shared a good bit of information. Williams plans to wrap the data up, and present next month.

NEW BUSINESS

None

OTHER ITEMS TO COME BEFORE THE BOARD

None

ADJOURNMENT OF REGULAR BOARD MEETING

Director Slivon moved to adjourn the meeting at 8:40pm, Director Zvorak seconded, meeting adjourned.

The foregoing minutes, which have been approved by the affirmative majority vote of the Board of the North Routt Fire Protection District, are a true and accurate record of the meeting held on the date first stated above.

Steve Warnke

Steve Warnke, President

August 9, 2022

Date

Jim Standish

Jim Standish, Secretary/Treasurer

August 9, 2022

Date