

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

April 11, 2023

The regular meeting of the Board of Directors of the North Routt Fire Protection District was called to order by President Warnke at 7:02p.m.

ROLL CALL

Directors Present:

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

Also Present:

Matt Mathisen, Fire Chief
Lisa Lancaster, District Administrator
Kent Foster, friend of Director Slivon, retired from US Forest Service

ADDITIONS TO AGENDA

None

PUBLIC COMMENT

None.

EXTERNAL CORRESPONDENCE

None.

APPROVAL OF PREVIOUS MEETING MINUTES

Director Zvorak moved to approve the minutes from March 13, 2023, Director Slivon seconded, motion carried. Sec/Treas Standish moved to approve the minutes from special FAMLI board meeting March 22 2023, Director Slivon seconded, motion carried.

Kent Foster is a friend of Director Slivon's and is in attendance. He worked for the US Forest Service for 32 years in Routt County, and Director Slivon believes he would be very helpful in perhaps procuring certain grants for which the district qualifies. Foster gave a brief summary of his professional background and experience. He would be willing to research needs and try to find solutions to help the district with some funding that might be available. President Warnke believes what Foster is offering would be of value, as Chief Mathisen simply doesn't have the time to research and apply for grants, nor does the district have the staffing to help in this area. President Warnke asked Foster to propose a fee for services provided. Foster suggested that perhaps initially he do some research voluntarily and depending on what he finds, would negotiate a fee.

DIRECTOR REPORTS

Statutory/Regulatory/General Business

- Backflow preventer relocation matter – nothing further
- FAMLI benefit program – the district filed the resolution stating that NRFPD will not adopt FAMLI or withhold premium for same.

- Dry hydrant issue – Chief Mathisen met with some people at the State Park to discuss a location for a dry hydrant. It was determined that the marina would be the best spot, as there would be year round access that the district could easily access. Chief Mathisen sent Julie Arrington an email about the discussion on April 6th.

Financial

- The transaction list was reviewed. There are three additions: FerrellGas for 1675.05; NAPA Auto Parts for \$84.92 and Ireland Stapleton for \$420.00. Director Zvorak moved to approve the transaction list with the above additions. Secretary/Treasurer Standish seconded, motion carried.
- All PPE Equipment from the grant awarded to the district has been delivered with the exception of 5 pairs of boots.
- Audit status – District Administrator Lancaster has uploaded all the documents requested to the best of her knowledge. An email sent by Chris Catterson on April 4th was missed, and she will address it this week.
- Treasury bonds – Director Slivon discussed briefly how the banks have raised the interest rates on CDs, and some of the rates are actually higher than treasury bills. President Warnke prepared a chart showing the Schwab account assets and activity. The Board discussed purchasing CDs as opposed to TBills based on the interest rate at that time, and there was consensus that that would be OK.
- Safety deposit box – President Warnke went through it and found 4 titles for old equipment, real estate sales agreements for Station 1, transaction documents for Station 2, lease agreement with the State, and Moonhill Schoolhouse documentation. Chief Mathisen will compare the titles he has at Station 2 against the equipment list. There was discussion as to whether or not the safety deposit box was needed, and it was determined that it really is not. Since the annual fee was just paid, we will cancel it next year.
- The ICS Sweep account has been closed, and the funds transferred. The operating account is back to being a regular checking account.
- Chief Mathisen is looking for grants available for the radios.

Community and Intergovernmental

- President Warnke has finalized the spring newsletter, and will send to District Administrator Lancaster for printing.
- Director Zvorak has not yet heard back from Vista Verde confirming a date for the Barn Dance.

FIRE CHIEF REPORT

Call volume –

Currently at 25 (vs 23 for 2022) calls for service ytd, 2 Fire/Rescue related, 1 cancelled enroute, 1 general fire alarm, 1 structure fire (explosion), 4 MVA's, 16 EMS total; 1 unattended death, 4 refused care, 1 care transferred, 0 event standby, 1 community education, 0 unauthorized burns, 0 wildland fires.

Wildland RT-130 Refresher Class at Station 2 was attended by 90% of NRFPD members on March 22nd
CPR – American Heart Association – All NRFPD members updated and passed their certification written and hands on test for 2023.

Equipment status-

Staff 3-1 – “Chief” 2500 Chevrolet Pickup – repaired and back in service as of 3/12 – Cook Chevrolet did repair, GMC factory recalls – 6 total (no cost) transmission issues – caused by (not warmed up) extreme cold temperature caused software of truck to put into low power/limp mode. Finished – professional detailed cleaning (inside) Staff 3-1. James Mogil’s Detailing – cost was \$400

Ambulance 3-1 & 3-2 summer tires – 12 purchased & mounted to second set of wheels from A&E Tire Inc out of Craig. Total cost \$1,976

Annual apparatus pump testing scheduled for Monday/Tuesday May 1st and 2nd – Engine 3-3, 3-4 and Ladder 3-2 – ACE Testing – SSFR Mountain Station.

Regulatory/Financial matters –

The district credit card has been issued in Matt Mathisen's name and received.

Personnel matters -

- Chief Mathisen has been talking to a young man named Adam who is interested in potentially applying to be a full-time EMT here. He is young (23) however has good experience.
- Two volunteers have resigned – Shannon Balzer and William Buell – too much time needed to stay active/trained, Captain Linas Vaitkus EMT-B has moved to Steamboat to be with his wife – no longer available in evenings to respond.
- Ongoing advertising for 3 FT FF/EMT-B (discuss raising starting wage \$52,000); Starting wage at SSFR as of 4/6/23 is \$63,700 and tops out at \$82,400. Vladan Chase applied/interviewed/tested for SSFR 4/6 – the reason is purely financial. Chief Mathisen emphasized that he is the ONLY EMT at night that can respond to calls right now, and that is concerning. He is exhausted and doesn't feel the district is providing the quality of care that the residents expect/deserve. He explained that the district can't attract employees if it's not competitive with other departments. He asked for permission from the Board to bump up the wages to \$63,000 to be competitive with Steamboat. Director Zvorak suggested a two prong approach and advertise for Firefighter/EMT and EMT basic separately.
- Chief Mathisen asked the Board if they would consider ideas for compensating him for his "off" hours, meaning his salary covers him from 7am to 5pm. He's asking, if he attends a call from 1am to 4am, can he get compensated for those 3 hours separate and apart from his salary.

Board went into Executive Session at this point to discuss Chief Mathisen's request. It was agreed that due to the fact that the Chief is currently the only EMT in District the district will pay the Chief for the hours between 6pm and 7am at the equivalent of his hourly wage of \$38.46/hr – hour for hour of work done.

Regular meeting resumed at 9:18pm

PERSONNEL MATTERS

Volunteer/Staff status – discussed above in Fire Chief Report

Vacation/Sick Hours have been put on hourly employee paychecks

OLD BUSINESS

None

NEW BUSINESS

Next meeting will be on May 16, 2023.

OTHER ITEMS TO COME BEFORE THE BOARD

None

ADJOURNMENT OF REGULAR BOARD MEETING

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

May 16, 2023

Date

Jim Standish

Jim Standish, Secretary/Treasurer

May 16, 2023

Date