Four Mile Fire Protection District

Board Meeting

Date: 11/16/2022

Board Member attendees: (**P**) Lindy Luksch, President, (**P**) Randy Bruggink, Vice President, (**P**) Steve Witcher, Treasurer(**P**) Jeff Carnahan, Director, **(A**) Ken Bay, Director

Non- voting Board member: (**P**) Chief Greasby, (P) Tori Capaci, Accountant

(P-Present, A- Absent, EA – Excused Absence

1. **Call to Order:** 1900
2. Roll Call for Quorum
3. Officer introductions: Monica Teague, Captain. Cassandra Bandera, Lieutenant. Chris Hawkins, Lieutenant. Jon Luksch, Safety Officer. Ron Wampole , Fire fighter, Paul Jackson, Fire fighter
4. Previous Minutes from October 19, 2022. Director Witcher made a motion to approve October Minutes. Vice President Bruggink seconded. Approved unanimously
5. Treasurer’s Report –Director Carnahan made a motion to approve October financials and Vice President Bruggink seconded. Approved unanimously.
6. Discussion of Budget Process:

Paul Jackson asked why election budget was going up from $5.200 to $ 18,000? Board had anticipated $5200, but with the additional attorney fees it rose to $10,000. For 2023 we projected more, so if it does go up, we will not run into a problem.

Treasurer Steve Witcher, proposed we accept the Budget as presented for the year 2023, seconded by Vice President Bruggink. Approved unanimously.

1. Resolution needing signature presented by Treasurer, 2023 Budget was sent to the Board by October 15, notice was put in paper, and November 16 Board meeting was official Budget meeting.

Decision was made for Steve to pass on reading resolution. President Luksch and Treasurer Witcher signed document. At the December Board meeting, after final numbers are received from Teller County on estimated tax, resolution will be filed and sent to DOLA. Treasurer Witcher made motion to sign resolution and Director Carnahan seconded. Approved unanimously.

**Old Business:**

1. Discussion of time keeping for paid employees. Paid employees must turn in time taken to Tori, prior to end of payroll period. (PTO tracking)
2. Each month prior to mailing of monthly checks they are reviewed and signed off on. Last month Lindy was reviewing some older records and noticed the Chief’s check and balance sheet was not signed. Please be careful each check that needed chief’s authority has it.
3. Meeting with new DOLA rep – Todd Liepold can meet 11/29, 11/30, 12/1, 12/5 and would like to meet in afternoon. Directors gave schedules. Director Witcher will schedule. 3 PM on 12/5
4. Note from Nora Orfanello, EMS Captain – Changes to Fire and EMS Reporting Systems by 1/31/2033

**New Business:**

1. FAMLI – Plan administered by State pertains to full time paid employees only. Director Carnahan voted for Four Mile voted to opt out of program, Treasurer Witcher seconded. Approved unanimously. Employees can still opt in but are not guaranteed to have a job when they return after 12 weeks. Vice President Bruggink made a motion we remit for employee and Director Bay seconded. Approved unanimously. Tori will remit for employees through payroll.
2. New website discussion re: ADA compliance – Mark Mylanta and Director Witcher will work on and discuss at December meeting.

**Chief’s Report:**

* 1. Have four fire fighters in ICS 300 class
  2. DFPC was here helping to get website updated and state reports completed. Total of 5 new websites we need to update.
  3. Getting radios re checked and re cloned
  4. Looking at Evop – Emergency Vehicle Ops class
  5. Deputy Benavidez resigned today

**Donations:** $1050 received thank you letters will be sent.

**Public Comment:** CPR

**Motion to Adjourn:** by Vice President Bruggink, seconded by Director Bay**.** Approved unanimously.

Adjourned at: 1945