

FOUR MILE FIRE DISTRICT

REGULAR MEETING OF THE BOARD OF DIRECTORS

Call to order: 7:00 pm. **Date:** February 19, 2025

- 1. Roll Call for quorum: Board Members (P)** Jeff Carnahan, President; **(P)** Randy Bruggink, Vice President; **(P)** Vicki McDaniel, Secretary; **(P)** Steve Witcher, Treasurer; **(P)** John LeBlanc. **Non-voting Board Members: (P)** Chris Hawkins, Fire Chief; **(P)** Tori Capaci, Accountant; **(P)** Victoria Carnahan, Brigade Chief. **(P) Present (EA) Excused Absence (A) Absent**
- 2. Previous Minutes:** Reviewed minutes of January 15, 2025. Randy Bruggink moved to accept; John LeBlanc seconded. Approved unanimously.
- 3. Treasurer's Report:**
 - A.** Review of January Financial Report. Randy Bruggink moved to accept; John LeBlanc seconded. Approved unanimously.
- 4. Old Business:** None
- 5. New Business:**
 - A.** Chief Hawkins proposed an increase in his salary; due to having attended some very high-ranking classes recently, starting Firefighter 2 at the beginning of March, and by the end of the year being the 2nd highest ranking Chief in Teller County. Steve Witcher suggested an increase of \$15K, bringing Chief Hawkin's salary to \$105K effective March 1. Randy Bruggink moved to accept; John LeBlanc seconded. Approved unanimously.
 - B.** Jeff Adams gave a presentation to the Board on the classes he's taken at the academy to learn the fire billing system for wildland deployments. Chief Hawkins proposed that doing the billing in-house by our full-time staff will ensure payments being made in a timely manner and save dollars in the long run. Chief also proposed promoting Jeff to Assistant Fire Chief, increasing his salary by \$10K, bringing his salary to \$80K by March 1. Randy Bruggink made a motion to accept; Steve Witcher seconded. Approved unanimously.
 - C.** Firefighter Jaime Reynolds has been hired for a full-time position due to certifications obtained and knowledge shown in the field as well as in the office; she has started working on administrative duties with Tori to help with billing and books. With the Safer Grant, her salary will be paid at 20% of a career Firefighter's salary from the closest career Fire Department, which in our case would be Cripple Creek. The starting salary is \$57,386 so 20% would be \$11,477. Chief Hawkins proposed 4 Mile match this amount for an additional

\$11,477, bringing her salary to \$22,954. Steve Witcher made a motion to accept; John LeBlanc seconded. Approved unanimously.

- D.** Chief Hawkins stated that also with the Safer Grant we can pay volunteers a \$300 stipend at \$100 per month times 3 months, payable every three months.
- E.** It was also agreed to set up Paychex with 2 signatures, in order to allow payment by check for those volunteers without an account for auto debit or specifically wanting a written check. Randy Bruggink made a motion to accept; John LeBlanc seconded. Approved unanimously

- 6. Brigade Chief:** Our upcoming election will be held Tuesday, May 6, 2025; 7am to 7pm. The Call for Nominations notification was posted in the Pikes Peak Courier on February 5, 2025. Self-Nomination and Acceptance forms must be filed with the Designated Election Official, Victoria Carnahan, by Friday, February 28, 2025, at 4:00 pm. Our next event will be held Friday May 2nd from 5pm to 7pm which is our annual Taco Drive through. The food drive for Aspen Mine Center is a continuous event, nonperishable foods may be dropped off at 4 Mile Station.
- 7. Chief's Report:** Call volume has increased, 19 calls/19 controlled burns. This is going to be our busiest February in more than 5 years. In a single day, we had 1 structure fire and 3 medical calls! Our response time (meaning when 1st full-time EMS arrives on scene) has dropped from 18-19 minutes down to 14 minutes!! We have 33 highly motivated volunteers and 4 paid staff. We are averaging 8 responders per call. We almost always have enough to roll out 2 trucks for calls, even on medical calls. Fuel moisture samples show orange to red conditions, strong winds could make for higher fire potential. Our reports go to the county and state. The 2025 EMTS grant was finished last Saturday, and another grant is in the works for a free skid through the state. We will be starting on the EMS Create grant next week which pays for our EMS classes and 4 seats, lodging and meals at the EMS conference. Grants and sending trucks/crews out on fires is how we will continue to grow and improve our department, rather than imposing more mill levies on our citizens.
- 8. Public Comment:** None
- 9. Adjournment at 8:15 pm.** Randy Bruggink moved to adjourn; John LeBlanc seconded. Approved unanimously.

