



Chaffee County Fire Protection District

499 Antero Circle
Buena Vista, Colorado 81211

CHAFFEE COUNTY FIRE PROTECTION DISTRICT REGULAR BOARD OF DIRECTORS MEETING MINUTES

WHEN: Tuesday, December 14, 2021
TIME: 7:00 P.M.
PLACE: CCFPD Station #1: 499 Antero Circle, Buena Vista, CO 81211
And Via Zoom Conference
<https://us02web.zoom.us/j/6560320649?pwd=YVNqDhOQmNQdjVPOElkaE81Q2xzdz09>
Meeting ID: 656 032 0649
Phone Number: (346) 248-7799
Passcode: 1976

CALL TO ORDER

The meeting was called to order at 7:07 p.m. by Chairperson Brown.

- **Attendance**

Board of Directors:

Seat 1 – Scott Leonard
Seat 2 – Thomas Navarrette
Seat 3 – Stuart Langrehr
Seat 4 – Mary Brown
Seat 5 – Cathryn Bishop

Office:

Director
Vice-President
Director
President/Chairperson
Treasurer

Term Expires:

5/2022
5/2022 *absent, excused*
5/2022
5/2023
5/2023 *arrived @ 7:16pm*

Staff:

Robert Bertram
Kira Jones
Dino Ross

Fire Chief
Administrative Assistant and Secretary to the Board
Legal Counsel

*Director Langrehr moved to excuse the absence of Vice-President Navarrette.
Director Leonard seconded. Motion carried unanimously.*

- **Additions/Deletions and approval of Agenda**

Chief Bertram asked that under New Business "Consider Purchase of VHF Base Station" be added.

Director Leonard moved to approve the agenda as amended. Director Langrehr seconded. Motion carried unanimously.

- **Review and approve the minutes of the November 2, 2021 regular Board meeting**
Director Langrehr moved to approve the minutes of the November 2, 2021 regular Board meeting as presented. Director Leonard seconded. Motion carried unanimously.

OPEN SESSION

- Mr. Kurt Miller addressed the Board regarding the minutes of the Board meetings. He asked the intent of the minutes, whether it was a verbatim recounting of the meeting or something different. Attorney Ross advised that the minutes must accurately record the start time of the meeting, attendance at the meeting, ending time of the meeting, and any action or motions taken by the Board. Other information proving context for the Board's actions may be included. All minutes are reviewed and approved by only the Board of Directors.

ATTORNEYS' REPORT

- **Review and discuss Attorneys' Report**
Attorney Ross reviewed with the Board the attorneys' report.

NEW BUSINESS

- **Public Hearing Regarding 2022 Budget**
Chairperson Brown opened the Public Hearing on the proposed 2022 Budget at 7:20 pm.

Public present. No comments presented.

Chairperson Brown closed the Public Hearing on the proposed 2022 Budget at 7:21 pm.

- **Review and Consider Resolution 2021-02 Adopt 2022 Budget**

Chief Bertram presented the proposed 2022 Budget and changes made from the draft presented to the Board at the October meeting. Discussion followed.

Director Bishop moved to approve the 2022 Budget as presented. Director Leonard seconded. Motion carried unanimously.

- **Review and Consider Resolution 2021-03 Set Mill Levies**

Chief Bertram presented Resolution 2021-03 Set Mill Levies.

Director Leonard moved to approve Resolution 2021-03 Setting Mill Levies as presented. Director Langrehr seconded. Motion carried unanimously.

- **Review and Consider Resolution 2021-04 Appropriating Sums**

Chief Bertram presented Resolution 2021-04 Appropriating Sums.

Director Bishop moved to approve Resolution 2021-04 as presented. Director Langrehr seconded. Motion carried unanimously.

- **Review and Consider Resolution 2021-05 Establishing 2022 Meeting and Posting Locations**

Attorney Ross presented Resolution 2021-05 Establishing 2022 Meeting and Posting Locations. Discussion followed.

Director Bishop moved to approve Resolution 2021-05 Establishing 2022 Meeting and Posting Locations as presented. Director Langrehr seconded. Motion carried unanimously.

- **Review and Consider Proposed Amendments to the Board By Laws**

Attorney Ross presented the significant changes to the proposed Board By Laws. Discussion followed. The consensus of the Board was to table action on the amended Bylaws until the January Board meeting, when all five Directors will be present.

- **Consider Purchase of VHF Base Station**

Chief Bertram asked the Board to consider the purchase of a new VHF base station to interface with Salida Dispatch. Chief Bertram advised the Board that, not including shipping, the unit would cost \$9,000.00. Discussion followed.

Director Leonard moved to authorize Chief Bertram to purchase a new VHF base station for \$9,000.00 plus shipping. Director Bishop seconded. Motion carried unanimously.

FINANCIAL REPORT

- **Review December draft financial reports and approve bill payments made since the last Board meeting.**

Chief Bertram and Administrative Assistant Jones reviewed the draft December financials and the itemization of bills paid since the last Board meeting. Discussion followed.

Director Bishop moved to approve the draft December financials and bills paid since the last Board meeting. Director Langrehr seconded. Motion passed unanimously.

STAFF REPORTS

- Chief Bertram presented the following Staff reports:
 - Fire Chief Robert Bertram
 - Training Captain Brian Welch
 - Retention & Recruitment Steven Jones
 - Maintenance Assistant Carver Engstrom
 - Inspector Michelle Flores
 - Administrative Assistant Kira Jones
 - Volunteers Steven Jones

OLD BUSINESS

- **Station 4 Remodel**

Chief Bertram provided an update on the structural requirements needed. He is looking into the possibility of a Temporary Certificate of Occupancy (TCO) before stucco is completed. Discussion followed.

- **Strategic Plan**

Chief Bertram advised of the work session scheduled for January 16, 2022 at 1:30 pm at Station 2 in Nathrop.

ACTION ITEMS

None

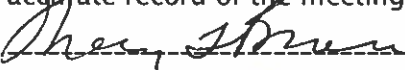
ADJOURNMENT

Director Bishop moved to adjourn the meeting. Director Leonard seconded. Motion carried unanimously.

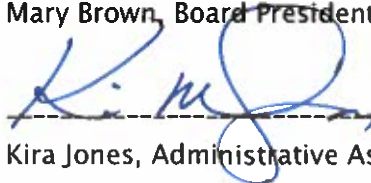
Chairperson Brown adjourned the meeting at 8:58 p.m.

APPROVAL

We attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Chaffee County Fire Protection District, are a true and accurate record of the meeting held on the date stated above.



Mary Brown, Board President



Kira Jones, Administrative Assistant and Secretary to the Board

