

**KIOWA FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
DECEMBER 14, 2011**

The Board of Directors for the Kiowa Fire Protection District met in a regular scheduled meeting on the 14th day of December 2011, with the roll call of members as follows:

Jim Jerrold	Present
Rick Kolm	Present
Dan Kimzey	Present
Debbie Stephens	Present
Keith Westfall	Present

The Board of Directors convened at 1903 and Chairman Jim Jerrold called the meeting to order.

Approval of Agenda:

Keith Westfall made a motion to approve the Agenda for December 14, 2011. Dan Kimzey seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Correspondence:

Town of Kiowa would like to know how the District wants to handle the water taps, water meters for the Fire Station. Attorney Bob Tibbals will review the agreement with the Town of Kiowa for granting an easement for the Town's water line in lieu of water taps.

Approval of Minutes:

Dan Kimzey made a motion to approve the Kiowa Fire Board of Directors meeting minutes of November 9, 2011. Keith Westfall seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Approval of Checks:

Debbie Stephens made a motion to approve Kiowa Fire District check #5888 through #5933. Rick Kolm seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Public Hearings:

Public Hearing opened at 1909. No written or verbal comments were received by the Admin/Finance Officer or the Fire Chief.

Adoption of 2012 General Fund & Pension Fund Budgets: The Board of Directors reviewed the 2012 General Fund and Pension Fund budgets as submitted. Public Comment: None. Dan Kimzey made a motion to adopt the resolution adopting the 2012 General Fund and Pension Fund Budgets. Keith Westfall seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Certification of 2012 Mill Levy: Dan Kimzey made a motion to certify a mill levy of 8.689 mills upon the assessed valuation of \$26,586,410 to produce \$231,009 in property tax revenue for 2012. Debbie Stephens seconded the motion. Public Comment: None. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Appropriation of 2012 General Fund & Pension Fund Budgets: Public Comment: None. Dan Kimzey made a motion to appropriate the 2012 General Fund & Pension Fund Budget as follows:

Estimated expenditures for each fund are as follows:

General Fund.....	\$ 521,130
Pension Fund.....	\$ 56,000
Emergency Fund.....	\$ 32,368

Estimated revenue for each fund are as follows:

General Fund	
Sources Other Than Taxes.....	\$ 130,400
From Tax Levy.....	\$ 231,009
From Other Taxes.....	\$ 30,000
Fund Balance.....	<u>\$ 162,089</u>
	\$ 553,498
Pension Fund	
From General Fund.....	\$ 20,000
State Matching Funds.....	\$ 14,000
Investment Income.....	\$ 50,000
Fund Balance.....	<u>\$ 586,570</u>
	\$ 670,570

Keith Westfall seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Dan Kimzey made a motion to authorize Board Officers and Geri Scheidt to execute all necessary papers to finalize the budget and certify the mill levy to BOCC. Keith Westfall seconded the motion. The roll having been called, the Chairman declared the motion unanimously carried and so ordered.

Report of Officers, Professional Consultants & Committees:

Fire Chief Dian Bowers came before the Board to discuss the following items:

Fuel Tax Exemption Certificate: Dian reported that she has received a fuel tax exemption certificate and will reapply for the 2012 certificate.

Credit Application: Dian submitted a credit application with A& E Tire Inc, for tires for district apparatus. The Board agreed to complete the credit application.

State Matching Funds: Dian reported that it is a possibility that the State of Colorado may not fund the Volunteer Pension Fund matching funds.

Admin/Finance Officer Geri Scheidt came before the Board to discuss the following items:

2012 Budget: Geri reported that the 2012 budget was completed and will be in the mail this evening. Geri will send to Jim Strates to post on the District's website. The mill levy certification to the Board of County Commissioners will be hand delivered on December 15th in the am.

Anthem BC/BS: Geri reported that the Anthem BC/BS health insurance policy for the FTE's has been cancelled effective 01/01/2012.

FPPA 457 Deferred Compensation: Geri submitted the additional/new ACH for the FPPA 457 Deferred Compensation plan for signature and the form for FTE's members to complete.

Transparency Notice: Geri reported that she has the District's transparency notice completed and it will be send to Jim Strates to post on the District's website, paper copies to be posted at the County Clerk & Recorder's official bulletin board, Station #1, Kiowa Post Office and Kiowa Library. Notification will be send to Division of Local Government as well. The posting of this transparency notice is pursuant to Section 32-1-809, CRS, no later than January 15th of each year. The Board agreed

Attorney Bob Tibbals came before the Board to discuss the following items:

2012 Election: Bob discussed that the Board needs to appoint a designated election official in January and recommended that Geri Scheidt be appointed in this capacity.

Designated Posting Places: Bob will draft a Resolution designating posting places for the Fire District for the January meeting.

Executive Session: Rick Kolm made a motion that the Kiowa Fire Protection District Board of Directors will now go into Executive Session pursuant to C.R.S. 24-6-402(3) & (4), to discuss legal matters and/or pending legal action with the District's Attorney, which in the opinion of the attorney, who will be in attendance during the Executive Session, believes that all or a portion of the discussion will constitute privileged attorney/client communications.

Rick Kolm made a motion that the Kiowa Fire Protection District Board of Directors will now come out of Executive Session with the Attorney for the Board. No formal action was taken by the Board, including, but not limited to, any proposed policy, position, resolution, rule or regulation or formal action in contravention with C.R.S. 24-6-402(4). No further record was kept of this Executive Session.

ECCA Board Representative Report: Debbie Stephens reported that the ECCA 2012 budget was finalized. Kiowa Fire will remain below the \$3,000 dispatch fees. Problems with the 800 radios are still being experienced. ECCA has recommended that all 800 radios be rechecked to make sure the frequencies are correct which will cost \$15.00 per radio for a cost of \$550.00 to Kiowa Fire District. The Board agreed to have the radios rechecked.

EMS Representative Report: EMS Division Chief Tim Rossette reported that the District is officially switched over to Sky Ridge Medical Center and have implemented new Denver Metro protocols. AFG grant is moving along.

Volunteer Representative Report: Scott Borzillo reported that the Volunteer Board members have been nominated.

Unfinished Business:

None.

New Business:

Ambulance Accounts: New outstanding A/R is \$38,816.32. The Board reviewed an expedited price agreement on an ambulance bill and agreed to decline the offer.

2012 Board of Director Meeting Schedule: Geri submitted the 2012 Board of Director Meeting schedule to remain as the second Wednesday of every month. The Board agreed with the schedule.

2012 Holiday Schedule: Geri presented the 2012 Holiday Schedule with no changes from previous years. The Board agreed with the 2012 Holiday Schedule.

Meeting Recordings: The Board discussed that the Board of Directors meetings will be recorded for the secretary's convenience only and no copies will be archived or reproduced, but any citizen requesting to listen to the audio recording will be scheduled with Geri. Chairman Jim Jerrold asked the Board if (1) the audio should be kept until the written minutes are approved at the next Board meeting. All Board of Directors – yes. (2) keep the audio for a longer length of time. Keith Westfall yes; Rick Kolm, Debbie Stephens, Dan Kimzey and Jim Jerrold – no. (3) Copies of the audio recording to be made between time of recording and written minutes approval. Keith Westfall yes; Rick Kolm, Debbie Stephens, Dan Kimzey and Jim Jerrold - no. (4) allow public to listen to recording and need to schedule a time with Geri to listen to the audio and table a decision on fee schedule. All Board of Directors – yes. (5) Approve for anyone that wants to bring their own recording equipment and record the meetings. All Board of Directors – yes.

Public Comment:

Dan Kimzey reported that he and Steve Schantz went to the Rattlesnake Fire facility for a tour.

No further business coming before the Board, the meeting was adjourned at 2042 with the next scheduled meeting to commence approximately 1900 on Wednesday, January 11, 2012.

**KIOWA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS
KIOWA, COLORADO**

APPROVED BY:

REVIEWED BY:

ATTEST: SECRETARY

BY: _____
Secretary for the Board of Directors