

MINUTES OF THE BOARD OF DIRECTORS OF STRATMOOR HILLS FIRE PROTECTION DISTRICT

The regular monthly meeting of the Board of Directors for the Stratmoor Hills Fire Protection District was held pursuant to notice at 3:00 p.m. on November 17, 2021

Board Members present: President Robert Colgrove, Vice-President James Pesicka, Secretary/Treasurer John Willcox, and Director Joseph Novak. Director Dianne Cooper was excused absent. District Personnel present: Fire Chief Shawn Bittle and Administrative Chief Dottie Barrett.

Approval of Previous Board Meeting Minutes

It was moved and seconded (Pesicka/Willcox) to approve the Board meeting minutes for October 20, 2021. The motion passed unanimously with all Directors voting.

Approval of Agenda

It was moved and seconded (Pesicka/Willcox) to approve the agenda as published. The motion passed unanimously with all Directors voting.

Public Comment

Unfinished Business

Fire Chief Report – *Informational Item (Bittle)*

- October Calls per District – staff saw the highest number of calls (226) in the month of October – Chief believes the district should top around 2200 calls for the year.
- Status reports
 - Chiefs' notes –
 - Apparatus - (responsibility assigned to – D/E Lindsey)
 - Engine 414 is out of service due to steering gear box, king pins and other front axel issues. Chief took the truck to McCandless Truck, and we are awaiting quotes for the parts – expecting approximately \$5,000.00 bill.
 - Training (responsibility assigned to – Chief Bittle)
 - There is no organized training in December, however, the crews can train while on duty.
 - There was a Live Fire training on Saturday, October 30, 2021, and approximately fifteen (15) members attended and were able to do two (2) full rotations each.
 - Inspections (responsibility assigned to – Mark Stanwood)
 - Recruiting (responsibility assigned to – Chief Bittle)
 - On Saturday, November 13th seven (7) prospective recruits took their written and physical agility test and there are two (2) more prospective recruits that need to take their test for a total

of nine (9) new recruits that will be interviewed on Saturday, December 4th and start on December 9th

- Gear (responsibility assigned to – D/E Frazier)
- EMS (responsibility assigned to D/E Bosch)
 - One of the trainings for the month of November is MEGA Code – this is a full-blown cardiac arrest scenario that is taking place in Chief's garage with the department's equipment. The Volunteers have led the scenario and the paid staff have supervised – Chief stated that volunteers did a great job, and he has all of the confidence that our volunteers could handle a cardiac arrest on their own.
 - Sunday, November 14th D/E Bosch helped deliver a baby girl and the mother and baby are doing great. Tara was very excited to deliver the baby.
- Wildland (responsibility assigned to D/E Tyler)

Administrative Chief Report – Informational Item (Barrett)

- Chief Barrett shared the SDA (Special District Association) reply to the Proposition 120 Ballot question that was turned down by voters during the November 2021 Election, however, the impact of SB21-293 will still have an effect on property taxes for budget years 2023 and 2024. An email from Ann Terry (Executive Director of the SDA) was included in the Boards packet.

2022 Proposed Budget and Public Hearing

Chief Barrett informed the Board that Colorado Statute requires a public hearing be held to provide the public an opportunity to comment on the proposed 2022 Budget. The hearing has been properly posted three (3) times in a local paper and published and is now open for public comment. At this time members of the public were invited to question or make comments on the proposed budget, however, no one from the public was in attendance.

Employee Christmas Bonus

Chief Barrett informed the Board that in past years, the Board of Directors have graciously provided a Christmas bonus to the full-time employees. This year the Chief Officers propose the Board provide a Christmas bonus of \$600.00 to each full-time employee to help offset the loss of revenue due to the employees by removing the Holiday Pay. The total amount to be paid out will be \$4,200.00. It was moved and seconded (Pesicka/Willcox) to approve a Christmas bonus of \$600.00 for each full-time employee of the District. The motion passed unanimously with all Directors voting.

Christmas Party

Chief Bittle informed the Board that the annual Department Christmas party will be held on Saturday, December 4, 2021, from 6:00 – 10:00 pm at the station. Chief explained who the guest speak is and how he knows him. Please RSVP to Dottie no later than Monday, November 29, 2021.

Volunteer Fire Instructor Job Description

Chief Bittle presented this new position job description to the Board at the October Board meeting for approval. Chief explained his reason for creating this position and is now requesting approval on the second and final reading. It was moved and seconded (Pesicka/Willcox) to approve the Instructor Job Description on the second and final reading. The motion passed unanimously with all Directors voting.

Wildland Coordinator / Driver/Engineer position – *Action Item – (Bittle)*

Chief Bittle presented this new position he has created to help the department hire an individual take charge of Wildland Deployments, Wildland program, pack-test etc. for the Boards approval. Chief explained he is hoping for an individual who is getting close to the end of his/her time on the Wildland line would be willing to take this job, however, they need to be certified to be able to do the job of a Driver/Engineer as well. Chief did inform the Board that he is having a difficult time deciding on the pay for this position and would sit down with Chief Barrett and work on some numbers. It was moved and seconded (Pesicka/Willcox) to approve the Wildland Coordinator/Driver/Engineer position. The motion passed unanimously with all Directors voting.

Financial Reports

The October check register report where the taxes, employee retirement and paycheck (Electronic Funds Transfers (EFT)) payments are highlighted; was enclosed for the Directors' review. Chief Barrett informed the Board that the District will probably need to take \$268,000.00 out of reserves to balance the budget this year due to the new Fire Truck down payment and other line items being over budget. It was moved and seconded (Pesicka/Willcox) to approve the financial reports as presented for the District for the month of October 2021, subject to audit. The motion passed unanimously with all Directors voting. Copies of the financial reports are attached to these minutes and made a part hereof.

Executive Session

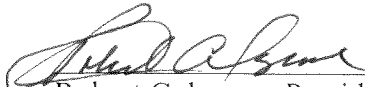
Other Business

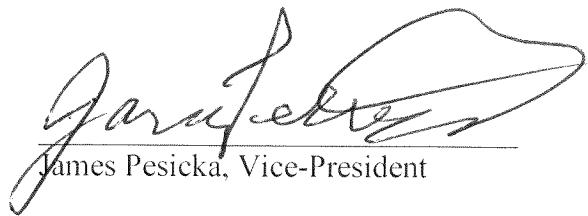
Adjournment

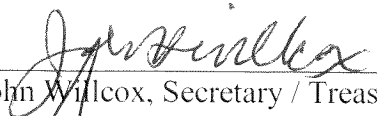
It was noted that the next regularly scheduled Board of Directors meeting would be held at 3:00 p.m. on December 8, 2021, at 2160 B Street, Colorado Springs, CO 80906.

As there was no further business to come before the Board, the meeting was adjourned at

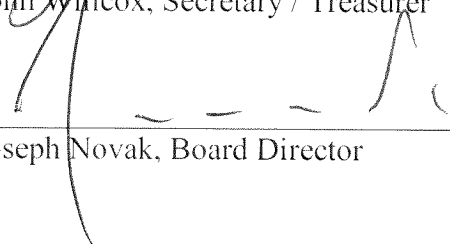
3:40 pm. (Pesicka/Willcox)


Robert Colgrove, President


James Pesicka, Vice-President


John Willcox, Secretary / Treasurer

Excused Absent
Dianne Cooper, Board Director


Joseph Novak, Board Director