

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 4:32 p.m. on December 8, 2021

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

Approval of Previous Board Meeting Minutes

It was moved and seconded (Pesicka/Willcox) to approve the Board meeting minutes for November 17, 2021. The motion passed unanimously with all Directors voting.

Approval of Agenda

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

Public Comment

Unfinished Business

Fire Chief Report –

- November Calls per District –
- Status reports
 - Chiefs' notes –
 - Abbey Smith, manager of Home Depot called Chief and informed him that she is giving the department a \$1,000.00 grant to used as needed.
 - Director Cooper requested the completion date for the Fire Corps Program be updated.
 - Chief Bittle was asked if he was notified that Westmark Ave would be closed and he informed the Board that he was not informed, however, he did go speak to the foreman of Frazee Construction and was assured that the department would be informed in the future. Chief Bittle will be attending a Safety meeting every Tuesday with the construction company and then pass that information on to the crews.
 - Apparatus - (responsibility assigned to – D/E Lindsey)
 - Fire Engine 414 is still out of service due to front end steering issues – staff is awaiting on parts that could take two (2) weeks – three (3) months.
 - Training (responsibility assigned to – Chief Bittle)

- Training for the month of January will be CPR recertifications and Report Writing in ERS.
- Inspections (responsibility assigned to – Mark Stanwood)
- Recruiting (responsibility assigned to – Chief Bittle)
 - Nine (9) prospective recruits were interviewed on Saturday, December 4th – 5 were selected to move forward. Those recruits will do their department orientation on December 9th and begin the Basic FF class immediately. The Fire Academy for 2022 will be only Stratmoor Hills personnel – there will be no combining of departments next year.
 - The CMP Recruit class had \$568.00 left over from their car-wash fundraiser and decided to donate the remainder to the department for a 75” TV for the training room. Chief Bittle also received a \$500.00 donation from his neighbor so the two (2) donations combined will pay for the TV and mounting bracket.
- Gear (responsibility assigned to – D/E Frazier)
- EMS (responsibility assigned to D/E Bosch)
- Wildland (responsibility assigned to D/E Tyler)

Administrative Chief Report –

- Informed the Board that the regular election of the eligible electors of the District shall be held on May 3, 2022, between the hours of 7:00 A.M. and 7:00 P.M. in accordance with Uniform Election Code. At the time, two (2) Directors will be elected to serve a three-year (3) term and one (1) Director will be elected to serve a one-year (1) term. Director Cooper is term-limited, but Directors’ Pesicka and Novak can run for any of the above terms.
- Will inform the Board that after speaking with Tom Sistare from Hoelting & Company – the Fire District can submit the updated Amended 2021 Budget in January 2022 due to the new truck purchase and several line items going over budget.

2022 Budget

Chief Barrett recommended that the Board approve the RESOLUTION TO ADOPT THE 2021 BUDGET, SET THE MILL LEVY, AND APPROPRIATE SUMS OF MONEY FOR THE STRATMOOR HILLS FIRE PROTECTION DISTRICT FOR THE YEAR BEGINNING JANUARY 1, 2022, AND ENDING DECEMBER 31, 2022. A public notice has been posted and published stating that the 2022 budget has been submitted to the Board and is available for public inspection. This notice also provided notification that a public hearing to consider the budget will be held during this meeting. The enclosed budget has been updated with revenues and expenditures through 11-30-2021 and includes minor modifications to incorporate the updated numbers and the latest information. It was moved and seconded (Willcox/Pesicka) to approve proposed 2022 budget for the District as presented. A copy of the 2022 budget is attached to these minutes and made a part hereof. The motion passed unanimously with all Directors voting.

Wildland Coordinator / Driver/Engineer position

Chief Bittle presented this new position at the November Board meeting, and he explained his need to create this position. Chief informed the Board that he and Chief Barrett decided on a \$65,000.00 salary to start with and after a one (1) year evaluation possibly bump the salary up to \$70,000.00 a year. Chief also explained that depending on how many Wildland deployments this individual does, the department may offer a ten percent (10%) commission for each deployment this individual does. He is now requesting this position to be approved on the second and final reading. It was moved and seconded (Pesicka/Willcox) to approve the Wildland Coordinator/Driver/Engineer position on the second and final reading. The motion passed unanimously with all Directors voting.

Financial Reports

The November check register report where the taxes, employee retirement and paycheck (Electronic Funds Transfers (EFT)) payments are highlighted; was enclosed for the Directors' review. It was moved and seconded (Pesicka/Willcox) to approve the financial reports as presented for the District for the month of November 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

- Director Cooper passed out the updated SB 21-256 law on conceal guns that are no longer allowed in local government buildings and recommended the District update their policy. Chief Bittle stated he and Chief Barrett would look at the policy and bring the update at the January meeting.
- Chief Bittle informed the Board that D/E Taylor Lindsey has accepted a position with the Tri-Lakes / Monument FD and will be leaving in January. Currently Louis Hall is filling in a full-time employee (FTE) position on B-Shift with D/E Tyler but will fill the full-time slot when Lindsey leaves. Chief will be hiring another individual to fill the FTE position until another full-time spot opens up.
- Chief Bittle informed the Board that in January he would like to put a committee of personnel together to do a feasibility study Mill Levy increase in November of 2022. He explained that he has a lot of ideas of what he wants to do in the future, and he wants to get opinions from several retired Chiefs, staff and one (1) Board member. President Colgrove volunteered to be on this committee. Discussion regarding the last time the Fire District had a Mill Levy increase took place in 2004 and Chief feels it is time to look at another increase.
- Chief Bobby Halton, the guest speaker for the Christmas party, told Chief Bittle and Captain McAllister they need to write an article for the Fire Engineer magazine about the Master Firefighter Program and then possibly come teach it at the Fire Department Instructors Conference (FDIC). Chief Bittle and Captain McAllister are working on this article and Chief will keep the Board informed.

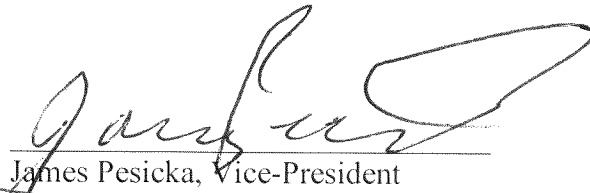
Adjournment

It was noted that the next regularly scheduled Board of Directors meeting would be held at 3:00 p.m. on January 19, 2022, at 2160 B Street, Colorado Springs, CO 80906.

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

5:18 pm. (Pesicka/Willcox)


Robert Colgrove, President


James Pesicka, Vice-President


John Willcox, Secretary / Treasurer


Dianne Cooper, Board Director


Joseph Novak, Board Director