



Nederland Fire Protection District Board of Directors Regular Meeting Minutes October 20th
2021

** This meeting is being recorded **

Roll Call

Iain Irwin-Powell – Y
Todd Wieseler - Y
Guy Falsetti – Y
Jess McElvain – Y
Russ Panneton - Y

Announce Quorum & Call Meeting to Order @ 1903

Approve the meeting agenda

5-0-0

Acceptance of previous meeting minutes

September 2nd
September 24th
October 6th

Block motion to accept 5-0-0

Public Statements or Comments

(Please state name and if in district or out of district for the record)

Name **District**

No public comment

Treasurer's Report



NFPD Balance Sheet – September 2021

Fund Balance Sheet 9/30/2021	
General Fund	
Savings	\$657,191.06
Checking	\$17,978.33
Capital Reserve	\$6,580.05
Total Funds	\$681,749.44
Capital Reserve	\$6,579.55
Grant Match Reserve	\$20,000.00
Reserve for Payroll/Operating	\$106,902.33
Reserve for Sick/Vac	\$44,377.19
Reserve for Water Systems	\$2,500.00
Reserve for Tabor	\$29,760.00
Reserve for Wildland Fire Reimb	\$0.00
Total Reserve	\$210,119.07
Account Receivable	
Accounts Receivable Inspection	\$0.00
Accounts Receivable Wildland	\$25,289.18
Total Accounts Receivable	\$25,289.18
Other Current Assets	
Prepaid Deposit	\$0.00
Undeposited Funds	\$0.00
Total Other Current Assets	\$0.00
Paid not Expensed	\$0.00
Expensed Not Paid	
Accounts Payable	\$6,565.19
Citibank Visa	\$3,789.97
Payroll Taxes	\$10,556.37
Pension and Disability	\$0.00
Aflac	\$81.12
Total	\$20,991.75
Total Unreserved Funds	\$475,907.80

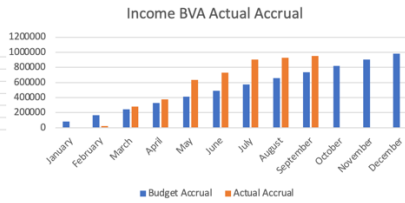
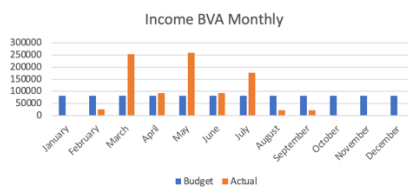
Items of note:

- 1) \$25,230.31 billed for Wildland Deployment reimbursement
- 2) Last year in September:
 - a) Total funds = \$664,136
 - b) Total unreserved funds = \$320,264



NFPD Income – September 2021

Ordinary Income/Expense	GENERAL			
	Sep 21	Budget	\$ Over Budget	% of Budget
Income				
Donations	302.00	20.00	282.00	1,510.0%
Interest Income	6.06	12.00	-5.94	50.5%
Tax Rev	21,219.74	16,275.00	4,944.74	130.38%
Total Income	21,527.80	16,307.00	5,220.80	132.02%

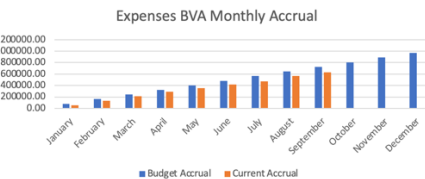
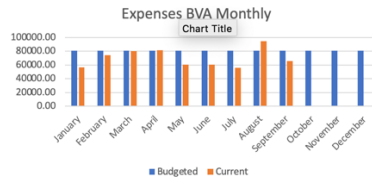


➤ To date received \$948K which is 96% of total income expected in 2021 (\$983K)

➤ ~\$211K ahead of evenly allocated income
 ➤ Received ~\$42K from Oct – Dec in 2020

NFPD Expense – September 2021

Expense	GENERAL			
	Sep 21	Budget	\$ Over Budget	% of Budget
ADMINISTRATION	50,166.83	63,885.03	-13,718.20	78.53%
COMMUNICATIONS	0.00	168.33	-168.33	0.0%
EMERGENCY MEDICAL SERVICES	-3,091.92	600.00	-3,691.92	-515.32%
FIRE FIGHTING	4,760.24	4,751.67	8.57	100.18%
Fire Inspection Program	0.00	0.00	0.00	0.0%
MEMBERSHIP	181.08	34,157.00	-33,975.92	0.53%
Training	1,198.18	525.00	673.18	228.23%
Uncategorized Expenses	2,062.97			
Total Expense	55,277.38	104,087.03	-48,809.65	53.11%



- \$14.9K underspent for September vs budget evenly allocated prediction
- Approximately \$96.5K underspent for 2021 through September

NFPD Finance – September Summary

- No major adjustments needed at this time

2022 Budget vs 2021 Budget

- Ordinary Income (mill levy/tax base)
 - 2021 = \$984,065
 - 2022 = **\$1,263,325**
- Expense: Administration
 - 2021 = \$818,840
 - 2022 = \$955,797
- Expense: Communications
 - 2021 = \$2,000
 - 2022 = **\$6,000**
- Expense: Emergency Medical Services
 - 2021 = \$17,952
 - 2022 = **\$26,551**
- Expense: Fire Fighting
 - 2021 = \$69,800
 - 2022 = **\$117,400**
- Expense: Fire Inspection
 - 2021 = \$500
 - 2022 = **\$1,000**
- Expense: Membership
 - 2021 = \$48,572
 - 2022 = \$58,825
- Expense: Training
 - 2021 = \$10,050
 - 2022 = **\$25,550**
- Reserves: Contingency + PPE
 - 2021 = \$16,350
 - 2022 = **\$47,201**

Note: Greater than 25% increase in red text

Note to increase payroll reserve to cover increased payroll in 2022

Discussion on tax income for 2021

- Real estate taxes ~7% over for 2021, which is usual for the time of year
- SOT below predictions, also usual for the time of year

Treasurer presented 2022 budget changes based on the proposed budget

Safety budget increased

Training budget increased

Increase in communications budget to account for newer, more expensive radios. Possibly to be used a grant match.

PPE budget reflects anticipated new recruits that we will have to send to fire academy. Also includes a number of sets of lightweight gear for non-firefighters. 17 Sets of gear ~\$45,554, which fits within the 2021 & 2022 gear budget.

****Note in minutes that public may not have been able to join at the beginning as the website link was incorrect, although the text was correct.**

Chief's Report (including fire marshal's report)

325 calls for 2022, 35-40 < 2020

Hired Conor Moran for vacant shift officer position.

Kyle working on EMR systems and ways to save costs on integration. Also looking at a training and certification tracking product.

- Prices estimated to be ~\$14,000

Mask fit testing almost complete. All qualified firefighters now have their own mask

Approximately 2-25 SOPs/SOGs have been written and are being reviewed

COVID-19 vaccination policy adopted

Recruit academy going well, lots of participation from volunteers

Burn building offer –Giant training opportunity, with cost attached. Working with town on possible locations, maybe up by the town shop. Building costs ~\$90,000 new plus installation.

SCBA compressor failed this month. It has been repaired except one part that had to go away to be repaired. Compressor is no longer NFPA compliant and a new will cost ~\$70,000. The storage tanks also need to be tested. Looking at grants to replace that.

Had the burn trailer for 3 weeks. 8 full days of using the trailer and trained with Timberline and Sugarloaf. We intend to continue that process with neighboring districts.

2 firefighters passed IV certification.

Captain Benson started blue card training, 40 hours online then 3 days of in person. The intent is that all staff complete that training.

Captain Benson is also carrying out a department safety audit.

Vehicles - 5617 to be aerial tested, needs to go to Mountain View for pump test / repairs, 5642 waiting on welding, 5601 to go out for front axle rebuild

District medical director is retiring. Investigating a replacement.

Purchase agreement for Lucas device has been completed by the state, that can now be ordered.

Fire Marshall Report

Town proposed sprinkler code for buildings > 2000 sq. ft

County will not have its WUI code updated in time for adoption this year. The plan is for the town & district to adopt as is then do an amendment when the county completes their process.

New Katmandu Open

Busey brews new plans presented

High school removed sprinkler systems some time in the last 20 years. They have been asked for documentation regarding removal and will be asked to reinstall if necessary.

Preseason inspections complete at Eldora

FDGD planning is proceeding and working on better planning process for larger events.
Town approved \$30,000 from the DDA for NFPD

Old Business

Bunker gear estimate was for \$25,000. When ordered we were offered a 10% discount plus reduced costs for lightweight gear if ordered next year's at the same time. This is significant because the order is now for \$45,554. Purchasing policy requires public notice and board resolution. The gear is all budgeted and 2 separate orders over 2 years, so if completed that way the PO requires all board members to sign. No disagreement from board to proceed.

New Business

Promotions ceremony and formal pinning -

- Andrew Joslin to Lieutenant
- J. Hill to Firefighter

Open board posts to be filled

- Vice President
 - – GF volunteered - 5-0-0
- Secretary
 - – No volunteers at this time

2022 budget discussion

Posted on website, public notice and public copy available

RP - Are we budgeting enough for vehicle maintenance?

\$40,000 in the budget as we are playing catch up. We do not know if that is enough. As vehicles age the maintenance becomes more expensive.

RP - Are we building a vehicle replacement fund?

No, but if we generate a surplus that is assigned primarily to vehicle replacement.

2 vehicles failed pump tests with unknown repair costs at this time.

Most likely equipment replacement will be a fundraising and/or grant for replacement.

Wildland program discussion that requires a brush truck purchase. As an example Sugarloaf purchased a used vehicle for \$25,000, sent it out 4 times and billed ~\$50,000. This may be a way to fund a vehicle replacement plan. May also provide local area employment opportunity.

A decision for the new Chief.

Older vehicles have safety issues due to their build age, something that needs to be addressed.

We have started addressing safety issues with PPE, vehicles are next.

General funding discussion and the possibility of use taxes as a lot of our calls are for people from outside of our district.

Discussion about billing for services. Difficult to do, high cost rate and low recovery rate.

Bunker gear final pricing and breakdown of delivery times

****Note in minutes that the recording failed, no significant discussion in the break**

Resolution for check signers

See attached resolution – 2021-05

- Minute notes - affects both checking and savings accounts
- Minute - notes directors for removal
 - Henry Zurbrugg
 - Ray Willis
- Minute - notes directors for addition
 - Guy Falsetti
 - Jess McElvain
 - Russ Panneton

Continuing Business

Vehicle loan policy – Still to do

Policy for new board member selection and election notices – Still to do

Employee handbook quotes – Awaiting new chief

Fit testing update – Completed

Firehouse software replacement update – In progress

Per diem shift coverage update – Waiting on new Chief

Repeal emergency declaration resolution 2020-002 from April 22nd 2020 – Waiting on new Chief

Future Business

Public mailout regarding election next year

- Must advertise properly there is an election
- Intention is to mailout to all registered electors advising of election and notice of how to apply for absentee ballot
-

Shift officer wage payment changes

- Current system is complicated
- Current system disincentivizes taking vacation
- Proposed policy with CPS to check legality

Public Comment

(Please state name and if in district or out of district for the record)

Andrew Joslin – I appreciate the attention to the apparatus plan. I am curious to see what steps have to be done to create a taxing authority and the options for applying that.

Any other business

Working on awards dinner if COVID allows

- Trying to do it town
- Quotes around ~\$5000
- 60 people + families
- No board disagreement

Special Executive Session

Special Meeting Conclusions

Next Meeting November 17th @ 7pm

Adjourn the meeting @ 2110 5-0-0