



Gateway-UnawEEP Fire District

Board Meeting AGENDA February 13th, 2024

Meeting to be held from 6:00 to 8:00 PM (extra time may be needed) in the Gateway Community Building

1) Call Meeting to Order

Time: **6:21**

Members and GUFD personnel present:

- Lisa Casto, Chairman
- Mike Hoerter, Treasurer
- Patrick Pipes, Board Member
- Dean Rickman, Board Member
- Galen Daugherty, GUFD Chief (joined through Google Meet)
- Emily Pipes, Operations Manager

Personnel/Other: **Mycha Nelson** **Jeff Clymer** _____

Public present: **none**

2) Pledge of Allegiance

3) Request for MOTION TO APPROVE January 16th, 2024 Board Meeting Minutes

Mike Hoerter to approve

Patrick Pipes seconds

Further discussion or changes **[NO]**

4 in favor / **0** opposed

Motion passed **[YES]**

Gateway-UnawEEP Fire District

42700 Highway 141, Unit D -- PO Box 126 Gateway, CO 81522

(970) 314.1033



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4) Treasurer's Report

— see attached —

5) Request for MOTION TO APPROVE Treasurer's Report

Mike Hoerter to approve

Patrick Pipes seconds

Further discussion or changes **[NO]**

4 in favor / **0** opposed

Motion passed **[YES]**

6) Chief's Report

We've had 5 calls since the last Board Meeting

- 4 Medical in Nature
- 1 Public Assist

Personnel:

- Currently there are no updates on personnel
 - **Clay- has practice practicals next weekend**
 - **Mycha- waiting on approval to take test**

Apparatus:

- We have shipped off the radio cables to Braun/Northwest and have approved non-monetary changes.
- We still have had no interest in the brush truck through the website or on facebook.
- The state is taking over all ground ambulance licensing, our deadline to have everything switched over is July 1st.
 - **Daugherty and Clymer are currently working on this.**
 - **State will be able to come inspect the ambulance at any time**
 - **\$500 fine for going on runs without licensure, then \$500 per day until in compliance**

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- Have not yet received official guidelines; Galen will share the unofficial rules version with Board

Miscellaneous

- I have not heard back on the new SCBA Grant
- CPR Class is scheduled for the 24th at 10:00 am. If there are any changes, please let me know so I can update it on the calendar.
- Community Volleyball is on Thursday evenings at 6:00 pm.

FYI- My Schedule has changed, it is on the Calendar.

7) Upcoming Administrative Deadlines

- March 31: Exemption from Audit

8) Open Business, Project Updates, Committees' Reports

- Capital Asset Policy
 - Mike moved to set \$2,500.00 minimum expense and lifespans for Capital Asset policy as follows:

Furniture and fixtures:	7-10 years
Field equipment:	5-10 years
Vehicles:	4 years
Office equipment and computers:	3 years
Buildings and infrastructure:	40 years
 - Pat seconded the motion. Motion passed 4-0
- District Bylaws
 - Dean will contact Chris McAnany again; tabled until Dean receives a response.
- Michael Hoerter signatory privileges added to Alpine Bank- GUF District accounts
 - Dean will set this in motion at Alpine next week
- Call Box Project
 - No new information at this time.
 - Pat will reach out to Jeff and Cindy about signage.
 - Pat and Dean will drive the route to discuss locations for call boxes.

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- JFS Update
 - Submitted 10-99 NECs to IRS; Cost \$150.00
 - Next year Emily will gain a TCC from the IRS to submit the 10-99s electronically
 - Kickoff meeting information:
 - Able to oversee involved to make sure quarterly reports are being filed properly.
 - Need to see how the District was classified when it was created before they can file any more tax forms for the District
 - This has presented a problem since the district's responsible party is still Frederick Bolton according to the IRS.
 - Need to file form 8822-b to change the responsible party and will need to provide documentation for proof (the resolution signed by the county commissioners to appoint directors)
 - Emily notified JFS that she has submitted the 990-N and that will be unnecessary for them to do this

9) Request for MOTION TO APPROVE: Open Business, Project Updates

_____ to approve

_____ seconds

Further discussion or changes [Y / N]

_____ in favor / _____ opposed

Motion passed [Y / N]

10) New business: News, Announcements, Missed information, Chairman's Topics,

- Review all insurance policies
 - I contacted Gallagher and have not received electronic copies of the policies yet.
 - Tower and Brush 121 specifically need review and ask for a quote for the new ambulance for budget purposes.
- IRS Name Change/Responsible Party letter and form, and supporting documents
 - The supporting documents needed are Articles of Incorporation, Resolution to Appoint Board of Directors Members, etc. for updating QuickMedClaims change

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of bank accounts. This is so we can receive payments from Medicare and Medicaid.

- The responsible party issue is also affecting receiving ambulance transport payments, as the name on the bank accounts and the name connected to the EIN given to the district do not match. We will also need to file for a name change through the IRS. Changing the name from Gateway-UnawEEP Fire Protection District back to Gateway-UnawEEP Fire District. This cannot be done until the responsible party, and prior to that, the resolution appointing directors are signed and filed.
- 2023 Application for Exemption from Audit
 - Paul Miller will contact Emily when he is ready to begin the exemption application.

11) Audience questions, proposals, etc.

12) Request for Motion to Adjourn:

Mike Hoerter to approve

Patrick Pipes seconds

Further discussion or changes [NO]

4 in favor / 0 opposed

Motion passed [YES]

Time: 7:34

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