

Gateway-Unaweep Fire Department Board Meeting
Scheduled time: 6:30pm
November 18, 2014
Gateway Community Center

The meeting was called to order at 6:32 PM by Chairman Fred Bolton

Present: John Fuller, Fred Bolton, Lisa Eakle, & Madonna Dormaier, Board Members;
Dorothy Espe, Secretary; David Anderson, Fire Chief

Absent: Mason Braddock - Student Board Member; Kristina Harms - Treasurer

Guests: none

October minutes were accepted as written.

There was no public input – No bills or appropriations

Chairman Report:

The service contract has been signed with HIH – payment is due in advance quarterly - \$42,000/quarter – will go into separate payroll account that was opened by Fred & Kristina. Account is to pay for Fire Chief. Fred talked with Blue Cross/Blue Shield, Kaiser Permanente & Rocky Mountain Health Plan about insurance for Fire Chief. Department is mandated to provide insurance but, as one employee company, not allowed to purchase package. Instead the amount offered monthly (\$500 for couple, \$250 for individual) will be added to check. Dalby Wendland will cut payroll checks & handle adding insurance to salary. Fire Department will cut contract payments. Pay cycle will be 2 every two weeks. Contract employees will have to invoice & will need to complete W9s. Fire Department will cover all insurance.

The Resort will make a small apartment available for the contract person on duty. Haven't determined who will pay rent. Housing will be made available for Fire Chief at market rent. Fire Department will be dealing with Gateway Canyons directly on payments. First payment of \$33,192 has been invoiced (Prorated November, December & January)

Treasurer's Report:

Fred brought report from Kristina
Volunteer Account - \$23,043.95
District Account - \$27,019.05
Payroll Account - \$100

Call payments due to volunteers totals \$1,900. Should end year with about \$50K in bank. Final 6x6 truck payment still needs to be made. Volunteer account will be used to cover a portion.

Fire Chief Report:

Thursday, November 20th, will be annual Turkey dinner for current & past volunteers (also board) Chanae is in charge & has receipts to be reimbursed.

Christmas party will be Friday December 12th. Dinner will be held at 7PM at Resort – probably in Entrada.

One laptop has a virus – no virus program on it since it only communicates with St. Mary's. John said best thing is to wipe laptop & start over. Currently has XP – best to get Windows 7 (\$99) if laptop can take it. Panasonic Tough Book so should be fine. John will wipe clean & load Windows. Mesa County will then load High Plains software. There is no virus program on other laptop either. Microsoft & Windows Essential both ok & free. John will also install virus software.

Kristina will write volunteer checks & give to David. Only \$1900 – way down from last year.

Volunteers had a meeting & elected officers – using same titles as Board. David Dormaier - Chairman, Olivier Morency – Vice Chairman, Leah Campbell – Secretary/Treasurer, Chanae Gallup – Record Keeper & PR Person.

Trucks are all winterized & drained of water – still need to be driven monthly. 6x6 needs to be run a couple hours monthly – Battery is big & expensive. Solar panels may be a possibility to keep batteries charged.

David had new volunteer application from Dennis Brock – has weight restrictions in it. Fred will ask attorneys about phrasing clause to say that volunteers are responsible for self-monitoring any restrictions. All were OK with accepting Dennis as volunteer.

David's contract with WSI expires on Friday, November 21 – needs to get drugs locked up & determine how transition will work.

Old Business:

John has cameras ready to go. He & Fred walked area to determine where cameras & wiring should go. Mac laptop will go in office – need to purchase shelf for it. Office will be locked & computer locked to shelf & locked with password. Need to find key to office.

Budget:

Budget Resolution due by December 15th. That is deadline for certification of mill levy to commissioners – budget has to be adopted first.

December meeting will be December 9th. Fred will send budget numbers to attorney to prepare paperwork. Budget will be adopted without service contract & then amended in January.

Fire Chief/Contracted Positions/Transition

Fred has two applications for contract ALS position. He gave them to David to review certifications. Also had one application for BLS position. Fred looked at staffing patterns & determined that it would be better to pay mileage than to pay for drive time. Would add mileage reimbursement to check at \$.50/mile

Ad has been on EMS website less than a week. David is only application received for Fire Chief position. Fred recommends that, if David is interested, he be hired at contract rate until ad expires. Can legally begin to interview December 1st. David does want to work in contract position while interviews are done – would need additional coverage next week since he'll be gone. John made a motion to pay David contracted rate, Lisa seconded & all were in favor. David completed W9. Department will cover liability & workman's comp insurance. Board interviews will look for personality & good fit. Dr. Hall will review for skill set & certifications. He signs off on all ALS & BLS people in county.

Fred will set interview with Willis Stacey – good applicant for contract position. (Willis not available Monday – interview set for Tuesday) David asked if he should be present. Board felt there was no conflict in him being present for contract position interviews.

More :

Fred had his financial person look at the Wells Fargo investment – determined it is worthless & costing \$120/year. She recommended either transferring the funds (about \$4000) into bank account or putting into new investment. GUSD would need to commit \$50/month going into investment account. This account could satisfy Reserve requirement in budget. John suggested defining funds as reserve & just maintain it at level required. Lisa did not like idea of committing \$50/month to investment. Need to decide what to do with account in December.

Fred bought a \$100 Texas Roadhouse gift certificate for Kelley Hubbard. It was for more this year because his kids also helped at Dynamite Shoot. Everyone signed card.

There was a motion by Lisa to adjourn. Motion was 2nd and all were in favor. Meeting adjourned at 8:00PM

Respectfully submitted,

Dorothy Espe
Secretary