

**BEULAH FIRE PROTECTION AND AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING No. 106
February 25, 2016**

MINUTES

The meeting of the Board was held at the District office in Beulah, CO.

Board members present were: Chair and President Steve Douglas, Vice President Pat Stanifer, Treasurer Joni Smith, Secretary Kim Toman (via telephone), and Fundraising Coordinator Bob Thompson. Also attending was Chief Bryan Ware and Lou Weber, visitor.

Chair and President Steve Douglas called the meeting to order at 6:34p.m.

2. APPROVAL OF AGENDA.

There were two additions to the Agenda. There was an addition to Old Business, Item a, Election Update. There was also an addition to New Business, Item a, Potential Mil Levy Increase Discussion.

Motion was made by Bob Thompson to approve the agenda as presented with two additions, seconded by Joni Smith. Motion carried with no objections.

3. APPROVAL OF MINUTES of January 28, 2016 meeting.

Track changes submitted by Board Members were reviewed and approved by all attending Board Members and Bryan. There were no other additions or corrections to the meeting minutes.

Motion was made by Bob Thompson to authorize Secretary Kim Toman to create the final minutes based on the track change corrections and discussed changes and to approve the minutes as amended, seconded by Pat Stanifer. Motion carried with no objections.

4. FINANCIAL REPORT

a. The District checking balance is \$12,109.17. The District savings balance is \$25,009.65. This is a total of \$37,118.82.

b. Revenue Line Item 7100, EMS Billing, the current month activity is \$8,101. A large portion of this revenue is from calls from December. .

c. The donation to the Station Enterprise Fund that was received in January was actually deposited in March and will be reflected on next month's financial statement.

d. \$20,00 from savings has been transferred to checking for operating expenses for the first few months of 2016, until Property and Ownership Taxes are received. As usual, the \$20,000 will eventually be moved back into savings for the first few months of operating expenses of 2017.

e. It is noted that the District began 2016 with about \$54,000 in reserves, as planned and expected, to cover the first six months of operating expenses until tax revenues are received.

f. Expense Line Item 8300, Commercial Auto (Insurance), current month activity is \$2,889, which is the quarterly auto insurance payment.

g. Expense Line Item 8350, Workman's Compensation (Insurance), current month activity is \$5,131, which is the annual worker's compensation payment.

h. Expense Line Item 8415, Utilities/Propane, current month activity is \$1,661, which was expected because of the stuck valve on the propane tank that was discussed at last month's board meeting. The tank was really never completely full, even after it was filled by MarGas because of the stuck valve. Since the valve was replaced the tank could be filled completely to 80% and more propane was needed than usual.

Motion was made by Pat Stanifer to accept the Financial Report, seconded by Bob Thompson. Motion carried with no objections.

5. CHIEF'S REPORT, reported by Bryan

a. So far this year there have been 39 total responses; 33 EMS and 6 Fire. Of the 33 medical calls, 25 have been transported. Four of the six Fire calls were from the high winds on February 18, 2016.

b. The radiant heating system has been completely installed at Station 2 and is working great. The old system has been removed. It is expected that propane usage at Station 2 will decrease. The salvage value of the heating system that was removed is about \$200-\$300 according to comparables on EBay. This salvage value will be used for trade in the purchase and delivery of gravel for parking at Station 2. This trade negotiation has already been begun with the individual that will be supplying the gravel.

c. Med 51 is back in service after being able to get the water out of the fuel without any major damage. Engine 61 is out of service at this time because of a brake failure. New brakes have been ordered and should be installed tomorrow. The turbo on Engine 61 has also started to go out and a replacement has been ordered. The cost for parts alone for this repair is approximately \$2,800-\$3,000. After this expense, the Vehicle Repair and Maintenance Expense line has been completely depleted already.

d. Due to the prediction of high winds, winds greater than 10 miles per hour, Saturday's fire burn has been rescheduled for March 6. The SWAT training has been completed. Kim will arrange to have the food for the training rescheduled. Bryan will update the public notices for this burn training.

6. OLD BUSINESS

a. Election - update

i. Lou Weber is in attendance at tonight's meeting as a prospective Board Member. There were two applications submitted so far for the vacancies effective on May 3, 2016 for Joni's and Pat's positions. So far self-nominations have been submitted by Joni Smith and Steve McLaughlin for the open positions. Self-nominations are due to Tom Mullan's office by 3pm on Friday, February 26, 2016. If there are only two self-nominations turned in then Tom will cancel the election. If there are more self-

nominations submitted than open positions, then there would be an election on May 3, 2016

ii. Steve McLaughlin is a retired nurse and a very thoughtful, reliable and dependable person. Steve has been in Beulah for a long period of time. He has attended the last 2 Cowboy Poetry events and brings his close friends from Pueblo to these events also. Even though he has an active social life, Steve indicated that there is nothing in his schedule that would conflict with Board Meetings every fourth Thursday of the month. Steve was thrilled that someone thought he would be able to provide useful input to the District.

iii. Lou Weber has deep roots in the Beulah Valley and his current property boundaries are from about ½ mile down from Station 2 on Waterbarrel Rd to the south, on the west side of the road to Waterbarrel Estates and also on the east side of the road near Carole Poysti's property. Lou was offered a self-nomination form, but graciously declined. He indicated that he would be interested in a position on the District's Board that may come open in the future.

b. District Auxiliary - update

i. The Auxiliary had their last meeting on February 15, 2016. There is one new member, Becky Brown, and there is one position still open. At the meeting the 2016 District request was approved in the amount of \$10,609, which included one set of turn out gear (personal protective equipment - PPE), 50% of the cost of the grant match for the rescue air bags and 50% of the 2016 annual payment for the new vehicles.

ii. The Cowboy Poetry event has been scheduled for September 17, 2016. The Garage Sale will be happening the last Saturday of June and the Auxiliary will not be participating in the Taste of Beulah this year. This year, the Taste of Beulah will be held at the Community Center and all proceeds will be going to the Community Center. Auxiliary Board members may still be contributing food items for the Taste. There will be a new event this year, and it will not be advertised as a fundraiser rather as a community event. This new community event will be the Barn Dance and will be co-hosted by the Arts Council and the Auxiliary. This exciting new event will be held at Hamp and Sherry Howey's new property in Goodpasture at the large red barn being renovated on Highway 78. The Barn Dance has already been scheduled for May 14, 2016 and the Barn Dancers will be the band playing that evening. Joni will be meeting with the Arts Council next week to get more details.

iii. The current balance in the Auxiliary cash accounts is \$10,000 - \$13,000. The fundraising that occurs in 2016 will support the funding the expenses approved at the February 15 meeting.

c. Potential Fire Station Site and Plans – update

i. In regards to the land being donated by Dick Sellers to the District, all the deed language has been changed to reflect items needed and required for the parcel description on the sub-division plat. That includes the severance of the water rights from the Colorado Department of Transportation (CDOT) right-of-way along Central Ave, and the 6.2 acre parcel being given to the District. Steve will get the deeds from Travis and have Dick sign them early next week and get them recorded. Travis will then complete the subdivision exemption plat and submit to Planning and Development for their final approval and recording. Then a parcel number can be assigned and the parcel can be appraised. At that point, the Seller's family will transfer the land to the District.

ii. The Station Planning Committee met with F&D International last week. The final draft of the concept design and funding report was reviewed. This document will be the foundation for the District's plans as well as grantsmanship. It should be finished and back to F&D International in about two weeks. Todd has indicated that construction costs have drastically increased recently and the District should expect costs to increase as outlined in the Station Budget.

ii. Department of Local Affairs (DOLA) grants will be the best funding source, but only cover up to half the total project cost. One-quarter of the project cost must be secured before DOLA is approached with a grant application. The secured funds can be cash/goods donated and grants or loans secured. Lee Merkel has reminded Stave not to forget about securing loans as that may be the approach the District must take to secure the upfront funds for the project. Steve and Bryan met with the Fowler StateBank President back in December and he then was interested in providing a loan this project, but that loan would likely come with an adjustable rate mortgage. Todd also mentioned that the United States Department of Agriculture (USDA) is also looking to funds loans of this nature. Right now the USDA is issuing 40 year loans at a 3% fixed interest rate. The District prefers to secure funding this year through grants and donations, but may be able to fill any funding gaps with a USDA loan. There is no room in the operating budget to pay back a loan of this type, so other payment methods will have to be researched.

iii. Since F&D International is located in close proximity to the USDA office and F&D International has a good working relationship with the USDA, Todd would like the District's permission to talk to the USDA about loans for the District with the stipulation that Todd will not be able to enter into any agreements on behalf of the District with the USDA. These conversations would potentially begin in the next month since he would like the District to have a completed grant application to DOLA by the April 1 submittal date. There were no issues with any Board Member about F&D International initiating and continuing conversations with the USDA about loans for the station project.

vi. A description of parcel water issues and possible solutions were explained to Lou.

c. Chief Retirement Benefits - update

Payments of retirement benefits are set up and occur bi-monthly via EFT and Joni will do the Fire and Police Pension Association (FPPA) submittals for the EFT's. This item is now closed and will no longer appear on the agenda.

d. Brush 72 and Chief Vehicle - update

Both vehicles have been decaled. The Chief vehicle has the chevron striping on the rear of the vehicle but Bryan is not happy with how it turned out. The chevron striping has not been applied to Brush 72 yet and will be procured by another vendor. All the remaining items have been taken care of on these vehicles. This item is now closed and will no longer appear on the agenda.

e. Natural Hazards Mitigation Planning - update

i. Pueblo County has submitted the Plan to the State for review and the current County Plan expired on February 8. Karen Ashcraft has turned the document over to all involved participants in the Plan for review. Steve is just about done with his review/comments on behalf of the District. Steve's comments include items such as keeping names correct and consistent throughout the document, taking exception with numbers for population in the District as 1,173, which is believed to be one half of what

it actually is. The difference is believed to stem from the Plan's actual boundary of Beulah being different than what the planning committee agreed to: that the District boundary would be the boundary for the area known as Beulah. This discrepancy leads to only 514 residences being in the District when the District knows the actual number of residences was 915, based on a door to door count by Beulah Fire volunteers in 2012. Based on an assumption of 2.5 people per residence, this equates to a population of 2,288 in Beulah. There were other small comments from Steve.

ii. The next steps in the Plan adoption process are: After the State review, the Plan will be returned to the County for corrections and then it will be submitted to Federal Emergency Management Agency (FEMA) for review. After the FEMA review the Plan can be adopted by the County and/or any entity with a signature on the Plan at any time after the FEMA review. Karen's best estimate for a final Plan for adoption is April. The District will have to adopt this Plan by resolution in order to apply for fire or other natural hazards pre-disaster mitigation grants.

7. NEW BUSINESS

a. Potential Mil Levy Discussion

i. With two years' experience receiving the mil levy revenue for operating expenses and being able to operate in the black, it is understood that this current mil levy cannot support the funding of a new fire station or purchasing a good, used apparatus.

ii. It would be wonderful for a few large donors and/or a lot of small donors to step up in the next 6 months for the funding of the new fire station. If one-half to two-thirds of the project cost is covered by grants, that is excellent. If the District wants to break ground in 2017, the funding for the new station must be secured in 2016. Even with significant grant funding, the District is expecting to have to secure funding with a loan, most likely a USDA loan. This loan payment will not be able to be paid out of the current operating budget.

iii. The only other way to pay a USDA loan would be a mil levy increase. If this is to be put on the November ballot, then the amount of increase would need to be known by June. A 15 year loan at a 5 mil levy increase would bring in \$973,000. That would cost a \$100,000 value homeowner \$39 per year; a \$200,000 value homeowner \$79 per year. A 40 year loan at a 3 mil levy increase would bring in \$1,500,000. That would cost a \$100,000 value homeowner \$23 per year. This \$23 per year is one dinner out, per year. Either way, a mil levy to pay this loan would have a sunset-end date. At the end of the loan, the taxpayer's can be approached to continue the mil levy for the purchase of better apparatus.

vi. These figures are being provided to begin thinking about a potential mil levy increase to help pay a loan for the new fire station funding. More discussions will follow at future board meetings.

b. Appreciation Dinner

i. Kim was approached by a Beulah resident about the expenditure by the District for the annual appreciation dinner. This dinner is paid for by the District by Board Members not accepting their allowed meeting stipend. These funds are then earmarked for this dinner. Since this is not the first time this issue has come up in Beulah, the Auxiliary would like to ask the District if they would be able to host the appreciation dinner. In exchange, the District would purchase a set of PPE that the Auxiliary would

normally purchase. The Auxiliary has already agreed to do this, pending District approval, at their February meeting. The redistribution of funds saved by Board Members waiving the stipend will be discussed at the next board meeting.

8. MOTION TO ADJOURN: *Motion to adjourn was made by Pat Stanifer, seconded by Joni Smith. Motion carried with no objections.*

Meeting adjourned at 8:04pm.

Kim Toman
Secretary, Board of Directors
Beulah Fire Protection and Ambulance District
Final

Attachments

-Agenda

-Beulah Fire Protection and Ambulance District - Statement of Actual to Budget, Jan 1 to Jan 31, 2016