

**Minutes of the Regular Meeting of the Board of Directors of the
Sunshine Fire Protection District
December 12, 2017**

Call to Order

The meeting was held at Fire Station #1, 311 CR 83, Boulder, CO 80302.

The meeting was called to order at 7:32 PM and quorum was established.

Attendance

Board Members Present: Alan Kirton, Jim Peacock, Sam Mishkin, Jean Gatzka, Gene Fischer

Other Present: Henry Ballard

Approval of Minutes

- Minutes from the October Board meeting were reviewed and minor revisions were suggested.
- MOTION: To approve Board Minutes as amended. Motion was seconded and carried unanimously.

Treasurer's Report

Treasurer's Report was reviewed.

- More tax revenue came in during November.
- Activity during November was reviewed.
 - Follow up on establishing account with Hill Petroleum.
- E-mails were exchanged about how much money is showing in capital reserve and CWPP in a clean way. This is suggested to be a year-end item that we need to address. Will have to go back and correct from 2016. Alan and Sam will set up a meeting to devise a plan for this.

MOTION: to approve treasurers report. Motion was seconded and carried unanimously.

Budget

The revised budget was reviewed and discussed.

- Alan sent additional suggestions that Sam incorporated. Alan shared CWPP inputs.
- Budget discussion around CWPP capital projects, grants, transfers, capital equipment, etc.
- Apparatus committee will be further discussing future needs. This will likely happen over a few years.

MOTION: to approve the 2018 budget. Motion was seconded and carried unanimously.

Treasurer printed the revised budget and accompanying documents for signature by the board. He will deliver the finals to the state and county.

Chief's Report

- The Fire Chief's Report was reviewed (attached to minutes).

- State vehicle will be a new truck and it is anticipated to be very useful and may affect future capital needs.
- Tire request was discussed.
- Streamlight replacement was discussed. Modern lights are LEDs and likely less subject to destruction and lighter. Estimate would be for 3 lights to start at \$~180 each as well as a charging station (~\$500-600). Board indicated support for this purchase.
- Guideline for purchases was discussed. The board is considering a guideline, in the neighborhood of \$1000 for board review. Items that could be eligible for grant funding should be discussed with the board or board chair prior to procurement. Emergency and essential maintenance or replacement needs don't need to be reviewed by the board. Board will revisit this at the next meeting.
- High-visibility jackets can be included in a grant submittal through Special District Insurance Program.
- Discussed reimbursement of expenses to the chief for equipment to enable his privately-owned vehicle to function more safely and efficiently as a command vehicle.

MOTION: to provide up to \$1000 to the Fire Chief to cover emergency response equipment for vehicle to function safely and efficiently as a command vehicle. Motion was seconded and passed unanimously.

Other Business

- Discussed moving idle funds to FDIC insured accounts with out of state banks that offer significantly higher interest rates than Wells Fargo.
- Gene Fischer to contact attorney Dino Ross to ascertain whether there are any legal issues with out of state banking.
- Electronic records were discussed. Alan Kirton set up a shared google drive that is free currently, but it is desired to procure additional electronic storage for archived records. Need to resurrect the old dropbox with old records to save those with value. Sam Mishkin and Alan Kirton will follow up. Sam Mishkin will include quickbooks records.

Adjourned at 9:16 PM

Attest:

Jean Gatza, Secretary





Sunshine Fire Protection District
311 County Rd 83
Boulder, CO 80302
www.sunshine-fpd.org

Chief's Report, Board Meeting 12/12/2017

1. Received verbal and written statement from state that we may receive a new truck as early as 2019 instead of the eligible year 2021.
2. Truck committee has been formed.
3. Chief tires. New car is currently undergoing updates to turn it into a response unit again. As mentioned before (apologies that I cannot attend the meeting) I would like to request the department to purchase studded tires to ensure efficient and safe response during winter months. It was proven last winter on the previous vehicle to be an effective and necessary tool, and I paid for the tires then because I knew I was not going to have the car for long. But the only reason I purchased studded tires for that car is because I am the Chief and have a need to reduce risk and arrive at a scene safely. It is different now than when I just drove personally, most of my driving is now for the department, not personal or work.
4. Would like to purchase new streamlights to update the broken and outdated ones in our engines. Not all of them, but replace half of the ones in 4501 and the one in 4532. Can this be covered by a grant? It is safety related.
5. New high visibility jackets arriving today, will be distributed among officers this week.
6. We will get a rare opportunity in the spring to perform various fire exercises (water supply, forcible entry, opening walls, vertical & horizontal ventilation, etc) in a house on Sunshine that will be torn down. Please keep your eyes and ears open if you hear of any homes in the district that will present that kind of training opportunity (torn down for complete rebuild). It is much more realistic for us to train firefighters that way (without a live fire however which has to happen in a controlled environment such as the burn building at the training center).

Calls

County Dispatch is going through major updates, call reporting site has been unavailable. Update to be completed 12/13/17. List of calls will be provided with

January 2018 report.



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