

**LYONS FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday February 8, 2024**

I. CALL MEETING TO ORDER

The meeting was called to order at 7:01 p.m. by Director Spencer.

Roll call was taken.

Board Members present:	Paul Davidovich, Keith Spencer, Bryan Roberts, Chris Cope, Dave Roth
Fire Chief:	Rob Stumpf
Assistant Chief/Fire Marshal:	Steve Pischke
Financial Administrator:	Liz McGavin
Administrative Assistant:	Ella Koertgen
Legal Counsel:	Kelley Duke of Ireland Stapleton

The pledge of allegiance was said.

II. REVIEW AND APPROVAL OF THE AGENDA

A motion to approve the agenda was made by Director Roth, seconded by Director Cope, and passed unanimously.

III. CONSENT AGENDA

A motion to approve the January 6, 2024 Special Meeting Minutes and January 9, 2024 Regular Meeting Minutes was made by Director Cope, seconded by Director Roth, and passed unanimously.

IV. AUDIENCE BUSINESS

None.

V. AMENDED 2023 BUDGET HEARING

A motion to open the Public Hearing on the proposed Amended 2023 Budget was made by Director Cope, seconded by Director Roth, and passed unanimously. It was noted for the record that Notice of the Amended 2023 Budget Hearing was published in a newspaper of general circulation and duly posted on the District's website. It was stated for the record that the District did not receive any written comments prior to the meeting. There were no public comments.

A motion to close the Public Hearing on the proposed Amended 2023 Budget was made by Director Spencer, seconded by Director Cope, and passed unanimously.

Following Board discussion, a motion to adopt Resolution 2024-003 Adopting the Amended 2023 Budget was made by Director Spencer, seconded by Director Cope, and passed unanimously.

VI. STAFF REPORTS

Financial Administrator Liz McGavin

- Financial Administrator McGavin presented the payables to the Board; she explained adjustments and answered questions posed by the Board.

A motion to approve paying \$147,133.11 (\$26,085.68 Payables, \$118,057.43 Payroll, \$2,990 Volunteer Stipend) was made by Director Roth, seconded by Director Cope, and passed unanimously.

- Financial Administrator McGavin presented the engagement letter with John Cutler and Associates to perform the audit of the District's financial records, year ending December 31, 2023 ("2023 Audit"). Financial Administrator McGavin answered questions posed by the Board and it was agreed that John Cutler and Associates will be engaged for the 2023 Audit. Director Spencer will sign the engagement letter on behalf of the District.

Fire Chief Rob Stumpf

- Chief Stumpf presented his 2024 goals to the Board; he answered questions posed by the Board.
- Chief Stumpf informed the Board that a Community Meet and Greet is scheduled for March 23, 2024 from 9:00 a.m.-11:00 a.m. The purpose of this event is to allow the community to come meet Chief Stumpf.
- Chief Stumpf provided the Board with an update regarding the ambulance licensing process for the District; he answered questions posed by the Board.
- Chief Stumpf informed the Board that the District has hired two new part-time Firefighters, and a third will be interviewed on February 17, 2024. Chief Stumpf also informed the Board that Firefighter Froese will be rejoining the District in a part-time Firefighter capacity. Chief Stumpf answered questions posed by the Board.
- Chief Stumpf informed the Board that the District is working on scheduling wildland fire training exercises in April.
- Chief Stumpf informed the Board that a grant application has been submitted to the Colorado Department of Public Health and Environment (CDPHE) for improving EMS services.

Assistant Chief/Fire Marshal Steve Pischke

- Assistant Chief/Fire Marshal Pischke requested the Board approve an updated Fee Schedule for the District. The updated Fee Schedule would include a fee for Wildland Residential Home Evaluation when this service is performed for 20 or more homes located in the same designated area. Assistant Chief/Fire Marshal Pischke answered questions posed by the Board.

A motion to approve the updated Fee Schedule was made by Director Spencer, seconded by Director Cope, and passed unanimously.

VII. NEW BUSINESS

The need for the District to have a separate bank account for the purpose of EMS Billing was presented to the Board for discussion. Administrative Assistant Koertgen and Attorney Duke answered questions posed by the Board.

- a. A motion to repurpose the account with TBK Bank currently in place for mitigation projects to be used for EMS Billing was made by Director Spencer, seconded by Director Cope and passed unanimously.

- b. A motion to open a new bank with TBK Bank to be used for mitigation project funds was made by Director Spencer, seconded by Director Cope, and passed unanimously.

VIII. ATTORNEY'S REPORT


Attorney Duke presented the Attorney's Report to the Board; she answered questions posed by the Board.

IX. ADJOURNMENT

A motion to adjourn the meeting was made by Director Davidovich, seconded by Director Roth, and passed unanimously.

The meeting was adjourned at 8:00 p.m.

Minutes transcribed by Ella Koertgen, Administrative Assistant

A handwritten signature in cursive script, appearing to read "D. Davidovich", is written over a horizontal line.

Member, Board of Directors