

**RECORD OF THE PROCEEDINGS OF THE REGULAR BOARD MEETING OF THE PAGOSA  
FIRE PROTECTION DISTRICT BOARD OF DIRECTORS**

February 13, 2018

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, February 13, 2018, in the training room at Station #1, 191 N. Pagosa Blvd., Pagosa Springs, Colorado.

**1. Call to Order**

The meeting of February 13, 2018 was called to order at 6:30 p.m. by Chairman Thompson.

**Board Members in Attendance**

John Thompson (Chairman), Jason Webb (Vice Chairman), Ed Ainsworth (Treasurer/Secretary), David Blake (Director), Don Peterson (Director).

**Staff Present**

Chief Larson joined the meeting via telephone, Deputy Chief Macht, Executive Administrative Assistant Brinkmann

**2. Pledge of Allegiance**

**3. Additions/Deletions to the Agenda**

Recognize Ryan Foster's achievements: New Business, Item B.

**4. Public Comments**

None.

**5. Approval of Minutes**

The minutes of the January 9, 2018, were approved on a motion by David Blake, seconded by Ed Ainsworth and passed.

**6. New Business**

A. Approval of the Proposed Policy Change: Deputy Chief Macht stated that by changing the payroll cycle, vacation and sick time had to be changed in the policy manual. Brinkmann further explained the changes. Webb inquired about the accrual from one year to the next. Larson explained the accrual process. Webb inquired what Comp hours were. Brinkmann explained how an employee earns Comp hours. Ed Ainsworth made a motion to approve the proposed policy, seconded by Don Peterson and passed.

B. Deputy Chief Macht recognized Ryan Foster for his accomplishment in passing the FF2 course, receiving his Colorado certification and for his outstanding service to the Pagosa

Fire Protection District. The Board congratulated Foster for his accomplishments and dedication.

- C. Growing Water Smart – Letter of Participation: Discussion on the Growing Water Smart Workgroup took place. Peterson explained that signing the Growing Water Smart Workgroup Letter of Intent was a nonbinding document. Peterson’s recommendation is to agree to participate in the Growing Water Smart (GWS) Workgroup and to designate one staff member and/or one board member to serve as PFPD’s representative. Blake made a motion to sign the Letter of Intent, seconded by Peterson and passed. Larson asked that Don Peterson notify James Dickhoff, Town Planning Director that PFPD did sign the letter. Peterson agreed to notify James Dickhoff.

## 7. Reports

### A. Financial:

- The January tax distribution has been received.
- Pension needs to be sent.
- A journal entry was made for the 2017 workman’s compensation account
- Brinkmann is working on the 2017 general overhead fund journal entries.
- Ed Ainsworth is assisting Brinkmann with the cleanup of the Balance Sheet.

### B. Chief’s Report:

Mill Levy: Ken Rogers and Larson have been working together with a presentation given to several local groups on the upcoming mill levy election. To date feedback has been positive in support of the mill levy increase.

### C. Deputy Chief’s Report:

- Year to date calls: 54
- 614 hours of training since January 1<sup>st</sup>. Just completed entry level Firefighting class. The class got to see fire behavior in a controlled environment. Moved onto the HazMat class.
- Fire Recovery incident, mentioned in the financial report, was an incident up on Wolf Creek pass, semi rollover that PFPD contained fuel and motor oil leaking across the highway.

Ainsworth inquired if PFPD was doing any early prep work for the Wildland season. Macht replied that minus Brush 7 (Chromo truck), all the other Brush trucks were fully operational the entire year due to weather conditions. He stated that PFPD was getting a wildland fire approximately once a month. All staff has gone through their fire packs and PPE to see if they are fully operational. There will be an Engine Boss meeting on March 2<sup>nd</sup> and then the RT130/190 refresher course on the 3<sup>rd</sup>. The wildland division is about one month ahead of schedule. There will be a full130/190 class the weekend after the 3<sup>rd</sup>. He stated, according to NOAA weather, currently the entire area is in a drought and it doesn’t matter what type of precipitation we receive, it will be below the normal. Fleet department has serviced all the Brush trucks and PFPD is ready to roll, if needed.

**8. Old Business**

None.

**9. Good of Order:**

None.

There being no further business, the meeting was adjourned at 7:05 p.m.

Respectfully Submitted,



Ed Ainsworth, Treasurer/Secretary

**DISTRICT SEAL**

