

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

December 10, 2019

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, December 10, 2019, held at 6:30 p.m. in the training room at Station #1, 191 N. Pagosa Blvd., Pagosa Springs, Colorado.

**1. Call To Order**

The meeting of December 10, 2019 was called to order at 7:00 p.m. by Chairman Thompson.

**Board Members In Attendance**

John Thompson (Chairman), Don Peterson (Secretary/Treasurer), Ronald Beckman (Director), and Kim Moore (Director).

Jason Webb (Vice Chairman) was not in attendance.

**Staff Present**

Chief Larson, Deputy Chief Macht, Executive Administrative Assistant Brinkmann

**2. Public Comments**

No public comments.

**3. Approval of Minutes**

The minutes of the November 12, 2019 were approved on a motion by Ron Beckman, seconded by Kim Moore and passed.

**4. Old Business**

Chief Larson's Contract Negotiation was tabled.

**5. New Business**

**A. Approval of Re-appropriations to the 2019 Budget:**

Larson reviewed the re-appropriations. Peterson made a motion to approve the Re-appropriations, seconded by Beckman and passed.

**B. Approval of Resolution 191210A Adopting the 2020 budget, Setting Mill levies and Appropriating Sums of Money:**

The Resolution Adopting the 2020 Budget, Setting Mill Levies and Appropriating Sums of Money was reviewed and approved on a motion by Peterson, seconded by Beckman and passed unanimously.

**C. Approval of Resolution 191210B Regarding Posting for Meetings:**

Beckman made a motion to approve Resolution 191210B Regarding Posting for meetings, seconded by Moore and passed.

**D. Approval of Certification of Budget:**

Beckman made a motion to approve the Certification of the 2020 Budget, seconded by Peterson and passed.

**E. Discussion of the Urban Renewal Authority (URA) Commission.**

Larson reviewed the dynamics of the URA commission and the importance of having a representative from PFPD be appointed to sit on the URA commission. After discussion, the board nominated Jason Webb to put his name in with Andrea Phillips, Town Manager, to represent PFPD on the URA commission. Peterson notified Jason via text and Webb accepted the nomination.

**F. Discussion and Approval on the Dispatch Board 911 Surcharge:**

Larson presented a worksheet from the Archuleta County Combined Dispatch 911 surcharge Rate Increase Projections to the board. After discussion and review of the rate changes, Peterson made a motion to approve Resolution 191210C endorsing the Archuleta County Combined Dispatch Executive Management Board's recommendations to the Archuleta County Commissioners to apply to the Colorado Public Utilities Commission for an increase to the 911 Surcharge for Emergency Communication Services. The motion was seconded by Moore and passed.

**G. Review and Approval of the Personnel Policy Change:**

The change in policy reflecting sick time was included in the board packet. Larson explained that sick time was not paid out and asked the board to approve the revised sick time pay schedule. After reviewing and discussion, Beckman made a motion to accept the policy change, seconded by Moore and passed.

**6. Reports**

**A. Financial: Brinkmann reported:**

- Profit and Loss and Balance Sheet were included in the board packet.
- Bound Budgets will be available at the January board meeting.
- Burn Permits to date: 876.

**B. Chief's Report:**

- PFPD will hold a Recruitment Drive and would like 12 to 15 candidates for the upcoming Fire Academy, targeting the Hatcher, Aspen Springs and Chromo areas.
- Larson announced that PFPD would be switching their phone service in January, migrating from Verizon to FirstNet. He explained the coverage for 1<sup>st</sup> Responders.
- PFPD has contracted with Raymond Rent-A-Nerds for Information Technology (IT) service. He explained that Captain Montoya has been serving as the IT technician and with his new duties as Fleet Manager he would not have the time to cover Fleet and IT both.
- The repairs on Station 1's roof will be completed by the end of the week.
- The exhaust system is being installed.
- Larson asked the board if they had any priorities for seeking grants to let him know.

C. Deputy Chief's Report:

- 786 calls.
- 4716 training hours.
- After compiling figures for calls, PFPD stayed in average to last year: 346 of the 786 calls were after 5 p.m.
- 54.9% of calls from alarm to scene time were under 10 minutes.

7. **Good of Order:**

Larson reported that PFPD will retire Firefighter Tom Dorgan's badge number .

8. There being no further business, the meeting was adjourned at 8:19 p.m.

Respectfully Submitted,



Don Peterson,  
Secretary/Treasurer

DISTRICT SEAL

