

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

December 8, 2020

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, December 8, 2020, held at 6:30 p.m. This meeting was setup as a virtual meeting. This meeting is open to the public.

**1. Call To Order**

The December 8, 2020 meeting was called to order at 6:41 p.m. by Chairman Thompson.

**Board Members In Attendance**

John Thompson (Chairman), Jason Webb (Vice Chairman), Kim Moore (Secretary/Treasurer), Ron Beckman (Director),

LeRoy Lattin (Director) was not able to attend the meeting.

**Staff Present**

Fire Chief Larson, Deputy Chief Macht, Executive Administrative Assistant Brinkmann

**2. Public Comments:**

No public comments.

**3. Approval of the November 10, 2020 Minutes**

The minutes of the November 10, 2020 meeting were approved on a motion by Ron Beckman, seconded by Jason Webb and passed.

**4. Old Business:**

None.

**5. New Business**

**A. Training Tower Improvement-Presentation:**

Larson opened discussion for improvements on the Training Tower located at Station 3. He presented slides showing needed improvements. He explained that at the long-range training meeting, one of the things that was proposed, was an upgrade to the training tower within the next 2-3 years and a new training facility within 7 years. Larson reached out to a several companies to receive pricing on training modular/containers. The presentation showed the different types of containers and what type of training each container would provide (Rescue, Confined Space Entry, Forcible Entry, High Angle etc...). Larson asked the board to consider giving him the authority to upgrade the

Training Center up to 150,000.00 in 2021. He explained that upgrading the training facility would be beneficial in all aspects of fire training. Beckman inquired as to where the next closest facility for training would be. Larson replied Grand Junction would be the closest training facility. Beckman inquired as to the unforeseen cost such as concrete work, groundwork and prep work. Larson explained that 6 corner posts with concrete would be needed, which would be done in-house. He stated all the engineering work would be done and included in the price. No electrical would go into the containers and portable lighting would be used. Thompson inquired if the neighbors located around Station 3 would be opposed to the upgrade. Larson explained that the containers would not be any higher than the Burn Tower currently located at Station 3. He further stated the containers would be painted to match the station and the burn tower. Webb made a motion to move \$150,000 to the Capital Outlay, for the 2021 Budget, seconded by Beckman and passed. Larson explained the motion made was to move the monies to Capital Outlay, not to purchase the containers. He would present the information to purchase the containers to the board prior to purchasing them.

**B. Approval of the Reappropriations to the 2020 Budget:**

Larson reviewed the reappropriations to the 2020 Budget. Beckman made a motion to approve, seconded by Moore and passed.

**C. Review of the Budget Message:**

Larson explained the Budget Message was part of the Budget submitted to the State. Beckman stated the Budget Message was well written and easily understood. Webb made a motion to accept the 2021 Budget Message as written, seconded by Moore and passed.

**D. Approval of Resolution 201208A, Adopting 2021 Budget, Setting Mill Levies and Appropriating Sums of Money:**

The Resolution Adopting the 2021 Budget, Setting Mill Levies and Appropriating Sums of Money was reviewed. Webb made a motion to approve Resolution 201208A with a budget adjustment to the Capital Outlay of \$325,000, seconded by Beckman and passed.

**E. Approval of Resolution 201208B, Regarding Posting of Meetings:**

Webb made a motion to approve Resolution 201208B, Regarding Posting for Meetings, with the correction of changing the Adopted date year to 2020, seconded by Beckman and passed.

**6. Reports**

**A. Financial Report: Brinkmann reported:**

- The P&L and Balance Sheet for November was included in the board packet.
- All Wildland reimbursements have been received.
- Burn Permits to date: 652.

B. Chief Report:

- Dispatch Board planned a Strategic Planning Retreat which was postponed until January. Larson will report to PFPD's board after the retreat.
- PFPD department is having a COVID test every two weeks.
- Christmas for Kids has been cancelled for the in-house and drive-through. Larson, Macht and Brinkmann will deliver gifts to PFPD families that have children.
- The Training Calendar has been posted for the entire year and the Officer's have their first trimester training which is held in-house.
- The new shift schedule, 48/96, will start January 1<sup>st</sup>, A Shift will be on duty first.
- Testing for the open Firefighter position will be held on December 9<sup>th</sup>. Macht and Brinkmann will be administering the test in the training room, with Covid protections in place. The eligibility list will be posted on Friday. The firefighter will start on the first of the year. We do have two temporary firefighters working on shift now, one for the firefighter on medical leave and the other is for the open firefighter position.

Beckman mentioned that a couple of staff members approached him to thank him for voting for the shift change.

Beckman inquired if there was anything going on at the Catholic Church on Thursday. He noticed 3 PFPD's vehicles. Larson let him know that PFPD donated the food for Loaves and Fishes.

Beckman inquired if PFPD did pre-screening for COVID. Larson replied that for the last month temperatures were taken prior to shift, briefings were given in masks, outgoing shift sanitizes the living quarters and the oncoming shift sanitizes the training room. The Administrative Office has been locked up. Public needing Burn Permits will be met at the door in order to issue the Burn Permits.

C. Deputy Chief Report:


- Service Calls to date: 885.
- Training hours to date: 4267.

7. Good of the Order

- Larson reported a new member to the PFPD family. Savannah Wellman had a baby boy.
- Alyssa O'Donnell was hired to fill the position of Receptionist.

There being no further business, the meeting was adjourned at 7:22 p.m.

Respectfully Submitted,

  
Kim Moore,  
Secretary/Treasurer

DISTRICT SEAL

