



**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
GREEN MOUNTAIN FALLS / CHIPITA PARK FIRE PROTECTION DISTRICT
HELD APRIL 13, 2023, AT 6:30 P.M.**

Pursuant to posted notice, the regular meeting of the Board of Directors of the Green Mountain Falls / Chipita Park Fire Protection District was held on Thursday, April 13, 2023, at 6:30 PM, at Green Mountain Falls Fire Station, 2 Carsell Way, Green Mountain Falls, CO 80819, and via tele/video conference.

Attendance

In attendance were Directors:

Steve Walsh, President
Gary Florence, Treasurer
George Allen, Secretary
Megan Kelly, Director
Susan Turnbull, Director

Also in attendance were:

Adam Noel, WSDM District Managers
Chief Stephen Murphy, Green Mountain Falls Fire
Dan May, Board Member Elect

1. Call to Order: Mr. Noel called the meeting to order at 6:37 PM.
2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures: Mr. Noel confirmed a quorum was present.
3. Approval of the Agenda: Director Florence moved to approve the Agenda as presented; seconded by Director Kelly. Motion passed unanimously.
4. Chief's Report: Chief Murphy presented the Chief's Report. There will be an evacuation tabletop exercise on April 14th with Pikes Peak Office of Emergency Management and local fire and police departments. The fire mitigation chipping event will be held June 10th and June 11th. There were 31 calls in March and 129 calls total for 2023. The Board discussed that an increase in traffic is one reason for the increase of calls since 2008.
5. Approval of Board Meeting Minutes from March 9, 2023 Meeting: After review, Director Kelly moved to approve the March 9, 2023 Meeting Minutes as presented; seconded by Director Florence. Motion passed unanimously.
6. Treasurer Report
 - a. Acceptance of Unaudited Financial Statements as of March 31, 2023 – Balance Sheet and Profit and Loss/Budget Report: Director Florence presented the Unaudited Financial Statements as of

March 31, 2023 including the Balance Sheet and Profit and Loss/Budget Report. After review, President Walsh moved to accept the Unaudited Financial Statements as presented; seconded by Director Turnbull. Motion passed unanimously.

- b. Reading of Monthly Bills & Cash Transfer Bills Were Submitted in the Amount of \$12,718.21, Transfer of \$13,000: The Board reviewed the monthly bills. Mr. Noel noted the payroll tax payments are paid by check, and the Comcast bill has already been paid by autopay. After review, Director Allen moved to approve the monthly bills of \$12,718.21, and the transfer of \$13,000; seconded by Director Kelly. Motion passed unanimously.
- c. New Bank Discussion: The Board discussed moving the Emergency Ops and Capital Equipment accounts to Kirkpatrick Bank since it is the best local option that deals with Public Deposit Protection Act (PDPA) accounts and offers FDIC protection above \$250,000. President Walsh noted the Directors have received their new PDPA numbers. Director Turnbull moved to move the two accounts, Capital Equipment and Emergency Ops to Kirkpatrick Bank; seconded by President Walsh. Motion passed unanimously.
- d. Moving Bills to Credit Card: President Walsh confirmed that three bills are now being paid on autopay by credit card to avoid late fees.
- e. Reoccurring Monthly Bills: The Board discussed the process for approving monthly bills.

7. Equipment Report

- a. Update on 862: Director Florence noted he will stay on until the end of the month to assist with closing out this issue since his signature is on a lot of the paperwork.
- b. Generator: There was no discussion.

8. New Business:

- a. Gary Florence – Resignation: Director Florence’s resignation will be effective on April 30th. The Board discussed and thanked Director Florence for his honorable service on the Board and for the District.

9. Old Business

- a. Finalize Employee Handbook: The Board discussed the Employee Handbook draft. The Board agreed on 40 hours. Director Kelly and President Walsh will work on the final edits.
- b. New Vehicle: There was no discussion.
- c. Domain Name Progress: Mr. Noel explained the domain name is for the Director email addresses.
- d. Steve Murphy – Medical/Health Coverage: The Board discussed medical/health coverage for Chief Murphy. After discussion, the Board agreed to a flat-rate partial compensation for medical/health coverage for a full-time employee that will also be reflected in the Employee Handbook. The compensation amount for Chief Murphy is still to be determined.

10. Public Comment: Director Florence thanked Dan May for taking his place on the Board. Dan May introduced himself to the Board.

11. Other Business

- a. Next Meeting scheduled for May 11, 2023, at 6:30 PM.

12. Adjournment: The Board unanimously adjourned the meeting at 8:08 PM.

Respectfully Submitted,
WSDM District Managers



By: Recording Secretary