



**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
GREEN MOUNTAIN FALLS / CHIPITA PARK FIRE PROTECTION DISTRICT
HELD MAY 11, 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, May 11, 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
Dan May, Director
George Allen, Treasurer
Megan Kelly, Director
Susan Turnbull, Director (Excused)

Also in attendance were:

Adam Noel, WSDM District Managers
Chief Stephen Murphy, Green Mountain Falls Fire

1. Call to Order: President Walsh called the meeting to order at 6:33 PM.

2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures: Mr. Noel confirmed a quorum was present with Director Turnbull excused.

3. Oaths of Affirmation/Appointment of Officers: Dan May, George Allen, and Megan Kelly completed their Oath of Affirmation. Mr. Noel noted he will reach out to Susan Turnbull regarding theirs.

4. Approval of the Agenda: Director Kelly moved to approve the Agenda as presented; seconded by Director Allen. Motion passed unanimously.

5. Chief's Report: Chief Murphy presented the Chief's Report. The Board discussed that a thermal drone was donated to the Fire Department. Chief Murphy reported there were 36 calls ran last month. Chief Murphy discussed the new emergency response truck that is replacing #870. Director Allen moved to approve up to \$62,000 to spend for the new truck and accessories; seconded by Director May. Motion passed unanimously.

6. Approval of Board Meeting Minutes from April 13, 2023 Meeting: After review, Director May moved to approve the April 13, 2023 Meeting Minutes as presented; seconded by Director Allen. Motion passed unanimously.

7. Treasurer Report

- a. Acceptance of Unaudited Financial Statements as of April 30, 2023 – Balance Sheet and Profit and Loss/Budget Report: The Board reviewed the Unaudited Financial Statements as of April 30, 2023 including the Balance Sheet and Profit and Loss/Budget Report. After review, President Walsh moved to accept the Unaudited Financial Statements as of April 30, 2023; seconded by Director May. Motion passed unanimously.
- b. Reading of Monthly Bills & Cash Transfer Bills Were Submitted in the Amount of \$16,638.45, Transfer of \$17,000: The Board reviewed the monthly bills. Mr. Noel will verify the Pinnacle and CSU invoices. Director May moved to approve the monthly bills and cash transfer of \$17,000; seconded by President Walsh. Motion passed unanimously.

8. Equipment Report

- a. Update on 862: President Walsh noted they are still waiting to hear back about the title.
- b. Generator: The Board discussed that there is a meeting to tie in the gas and install the conduit for the new generator.

9. New Business:

- a. The Board discussed the Appointment of Officers. Steve Walsh will remain as President, George Allen tentatively as Treasurer unless Susan Turnbull would like to take on the position, and Dan May as Secretary.
- b. The Board discussed the Kirkpatrick Bank accounts and the requirement to assign two custodians. Director Kelly moved to assign President Walsh and Director Allen as the two custodians for Kirkpatrick Bank; seconded by Director May. Motion passed unanimously. President Walsh moved to transfer the \$62,000 from the capital improvement account to the holding account; seconded by Director Allen. Motion passed unanimously.
- c. The Board discussed a situation regarding the water line and valve at the fire station. CSU will not take ownership of the water line until everything is functional and the valve is not working. The valve is located under the asphalt and would need to be uncovered for repairs and to be brought up to surface level. The original contractor is no longer responding. Mr. Noel will reach out to CSU and request they provide their requirements in writing. The Board discussed asking CSU if they would complete the work and bill the District.

10. Old Business

- a. Finalize Employee Handbook: The Board reviewed the Employee Handbook draft. The Board will take time to review the final changes before approving.
- b. New Vehicle: There was no additional discussion.
- c. Domain Name Progress: Mr. Noel confirmed the Directors all have new email addresses.

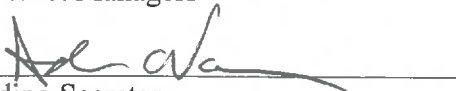
11. Public Comment: There was no public comment.

12. Other Business

- a. Next Meeting scheduled for June 8, 2023, at 6:30 PM.

13. Adjournment: The Board unanimously adjourned the meeting at 8:30 PM.

Respectfully Submitted,
WSDM District Managers


By: Recording Secretary