

**Louisville Fire Protection District
Board of Directors Regular Meeting
August 28, 2023**

In Attendance: Board members Boven, Brown, Carter, DuBay, Lechner
 Chief Willson, Lt Bowler (ZOOM)
 Fire Marshal Mestas, Fire Marshal Henderson
 Finance Director Fry (ZOOM), HR Director Jackson (ZOOM)
 Attorney Ross
 Ed Cahill, Cahill & Associates

The meeting was held at Fire Station #2, 895 Via Appia Way and also broadcast via ZOOM.

President DuBay called the meeting to order at approximately 7:00 p.m. The Pledge of Allegiance was recited. Roll call was taken and all Board members were present.

There were no changes to the agenda. Board member Boven moved to approve the agenda. Board member Lechner seconded, motion carried.

Board member Brown moved to approve the consent agenda. Board member Boven seconded, motion carried.

Financial Report

General Fund

Checking:

Old Balance	6/30/2023		\$ 1,642,640.38
Deposits			\$ 2,134,266.96
	June County Check	\$2,067,768.57	
	Ambulance Transports	62,000.01	
	Interest	3.97	
	(Late Transport Payments)		
	Ambulance Subscriptions	178.64	
	Plan Reviews	4,315.77	
New Balance			\$ 3,776,907.34
Disbursements			\$ 1,769,098.66
	Bills	\$ 768,805.30	
	US Bank General Fund		
	Money Market	1,000,000.00	
	William Ryan	293.36	
	(7/1/23 - 7/8/23 Pension Benefit)		
New Balance	7/31/2023		\$ 2,007,808.68

Reserve Fund:

(Includes Emergency Reserve) \$ 9,316,076.70

US Bank Money Market \$9,316,076.70

Other: \$ 1,110,111.36

Capital Reserve \$1,110,111.36

The chaplain presentation was postponed so Chief Willson can educate the members more and look into financing.

Ed Cahill, Cahill & Associates, presented the 2022 financial audit report. Discussion followed and there were no recommendations. Board member Boven moved to approve the 2022 audit and authorize Chief Willson and Jackie Fry to sign the representation letter. Board member Carter seconded, motion carried.

Chief Willson presented the Strategic Plan update.

Announcements –

- Chief attended the Forest Service firefighter’s funeral in Boulder yesterday. It was a very nice ceremony.
- There will be a decon drill at Avista tomorrow.
- We are participating in the Labor Day parade.
- The promotional gathering will be held 9/14/23, at 6:00 p.m., at Station 1.
- A wet-down for the new engine will be held on 9/23/23.
- There is a county-wide wildland update meeting on 9/23/23.
- A retirement party for Fire Marshal Mestas is on 9/1/23 at 2:00 p.m., at the Elks.

Fire Marshal Mestas introduced Jennifer Henderson, our new Fire Marshal. They were present to answer any questions about their report.

HR Director Jackson presented her monthly report and announced the promotions: Jason Rogers - Battalion Chief, McKinley Land – Lieutenant, and Jesse Hickox – Engineer. She gave an update on the promotion process and a discussion followed.

Attorney Ross reported there is a Homeland Security report regarding 3rd party liability on the Marshall Fire and there stated there will not be criminal charges. Also, Proposition HH will be on the ballot.

Bills

Foster Emergency Medicine LLC	Medical direction	\$ 7,540.45
US Bank	CC; monthly fees (Adobe Pro, Stamps.com, Ring Central), office/station/training/medical supplies, postage, shipping, water & sewer, cable TV, high-speed internet, legal fees, replacement reception window, E-F equipment, lunches, training registrations, retirement awards, IAFC dues, M-B tow, shirts & alterations, degree verification	8,526.08
Bound Tree Medical	Medical supplies	654.00
BearCom	Radio repair	677.00
Municipal Emergency Services	Foam	1,015.38
Cahill & Associates PC	Audit	3,140.00
SCL Health Physician Client Billing	Physicals	604.80
ViaTek	PC/network support	660.00
Gen-Tech	Generator repair - St 2	360.23
Mountain View FPD	M-D & M-B repairs	5,283.72
Colo Div - Fire Prevention & Control	Exams	60.00
Coal Creek Ace Hardware	Caulk, thread seal, sink sprayer, bolts, light bulbs	226.47
Xcel Energy	Utilities	2,899.12
Green Valley Lawn Service	Lawn maintenance	1,680.00

Gen-Tech	Annual service - all stations	\$ 2,072.81
West Direct Equipment Savers	Filled fuel tank - St 3	2,909.48
Brighton Ford	2023 Ford Escape	32,452.00
Brighton Ford	2023 Ford Pickup - F150	61,510.00
Roth Medical	Oxygen replacement tanks	54.00
ROI Fire & Ballistics Equipment Inc	Light gear repairs	1,480.50
Restore Counseling	Counseling session	125.00
A Path Forward	Counseling session	80.00
ViaTek	PC/network support; managed services	4,058.60
University Auto Parts	Trufuel, DEF, floor dry, car wash, Tire Care, windshield wipers & fluid	231.50
Core Electric	Lighting repairs - St 2 & St 3	1,045.43
Psychological Dimensions	Pre-employment evaluations	800.00
RMRP Enterprises	Mowing - St 2	1,200.00
Hire Right	Background screening services	243.27
Home Depot	Extension cords, light bulbs, hammer drills	214.08
ROI Fire & Ballistics Equipment Inc	Turnout gear & light gear	34,771.00
Foster Emergency Medicine LLC	Medical direction	7,540.45
Verizon Wireless	Cell phone service	1,498.69
Western Disposal	Trash removal	528.75
Bound Tree Medical	Medical supplies	2,357.15
Life-Assist	Medical supplies	784.95
Mountain View FPD	M-C; repairs	2,861.88
Rose Paving LLC	Restriped parking lots	2,610.00
DIRECTV	TV - St 3	94.24
CenturyLink	Data bundle - St 3	678.58
WEX Bank	Fuel - fleet	1,364.43
Pinnacol Assurance	Workers compensation	11,388.43
Health Equity, Inc	FSA administrative fees	81.50
US Bank	Service fees	122.45
Colorado State Treasurer	Unemployment tax	2,511.05
IRS	Medicare Hospital Insurance	5,316.47
PERA	Employer contribution – June	89,456.29
PERACare	Health insurance – June	51,682.10
Employee 9420	Fire Chief	13,318.38
Employee 3126	Fire Marshal	11,247.10
Employee 3946	Finance Director	10,164.80
Employee 8219	Captain	10,016.00
Employee 4765	Human Resources Director	8,878.38
Employee 4765	2023 TOWP Buyback	2,108.62
Employee 6587	Captain	10,408.00
Employee 7386	Administrative Assistant	3,889.60
Employee 5843	Fire Inspector	5,382.40
Employee 5154	Engineer	9,779.87
Employee 6028	Lt	11,184.82
Employee 1525	F1	9,569.02
Employee 5722	TOWP Payout	4,686.00
Employee 5768	F2	8,626.13
Employee 7544	P4	6,393.94
Employee 9636	P3	6,942.96

Employee 8275	F2	\$ 8,975.24
Employee 9247	F1	7,632.68
Employee 3841	F2	6,856.62
Employee 6492	F2	11,087.24
Employee 2178	Lt	10,528.56
Employee 3296	P1	8,369.83
Employee 4176	Engineer	7,920.06
Employee 1347	F1	8,157.85
Employee 8327	P4	7,187.05
Employee 6173	P4	6,138.25
Employee 3169	P1	10,944.39
Employee 4267	P1	8,662.98
Employee 7412	F2	9,561.26
Employee 8820	P2	7,923.62
Employee 9627	Engineer	10,587.02
Employee 6829	Battalion Chief	11,639.69
Employee 7683	F4	7,108.16
Employee 8716	P4	7,876.42
Employee 5583	F3	6,832.32
Employee 9728	Engineer	7,919.18
Employee 6253	Lt	9,756.83
Employee 8527	Lt	9,018.46
Employee 7642	Engineer	10,457.82
Employee 9138	F-4	5,416.16
Employee 2017	Battalion Chief	14,209.70
Employee 3904	Lt	9,383.82
Employee 6479	Lt	10,877.86
Employee 9641	P4	6,362.85
Employee 4724	P1	8,565.03
Volunteer 9036	Volunteer reimbursement	1,920.00
Volunteer 3057	Volunteer reimbursement	3,600.00
Volunteer 9237	Volunteer reimbursement	2,160.00
Volunteer 7105	Volunteer reimbursement	3,600.00
Volunteer 6410	Volunteer reimbursement	4,560.00
Volunteer 5269	Volunteer reimbursement	1,680.00
Volunteer 9457	Volunteer reimbursement	2,400.00
Volunteer 2863	Volunteer reimbursement	<u>2,880.00</u>
TOTAL		\$ 768,805.30

Board member Brown moved to approve payment of the bills. Board member Boven seconded, motion carried.

Future agenda items – Goal setting and budget planning meetings will be held on October 9th, at 6:00 p.m. With no further business, it was moved and seconded to adjourn. Motion carried.

Respectfully submitted,

Jackie Fry, Secretary