

## **CARBONDALE & RURAL FIRE PROTECTION DISTRICT**

### **MINUTES OF THE MEETING**

### **BOARD OF DIRECTORS**

### **CARBONDALE FIRE HEADQUARTERS**

**DECEMBER 12, 2018**

The Board of Directors of the Carbondale & Rural Fire Protection District met for their regular meeting on December 12, 2018 at the Carbondale Fire Headquarters/Training Building.

President Gene Schilling called the meeting to order at 5:30 p.m. Directors present were Mike Kennedy, Michael Hassig and Gretchen Stock Bell. Also present were Rob Goodwin, Jenny Cutright, Frank Nadell, Bill Gavette and Pablo Herr. Director Tom Adgate was absent.

### **CONSENT AGENDA**

The items on the consent agenda were:

- Approve the Minutes of November 14, 2017 Regular Meeting
- Approve the Minutes of November 28, 2018 Work Session
- Approve Current Bills and Balances

**MOTION:** made to approve the consent agenda as noted. It carried and passed unanimously.

### **PERSONS PRESENT NOT ON THE AGENDA**

There were no members of the public present.

### **CONTINUATION OF PUBLIC HEARING REGARDING 2019 BUDGET**

President Gene Schilling reconvened the public hearing at 5:30 p.m.

There were no members of the public present.

**MOTION:** made to close the public hearing regarding the 2019 budget at 5:30 p.m. It carried and passed unanimously.

**MOTION:** made to adopt Resolution 2018-008, A Resolution Summarizing Expenditures and Revenues for each Fund and Adopting a Budget for the Carbondale & Rural Fire Protection District, Colorado, for the calendar year beginning on the first day of January, 2019 and ending on the last day of December, 2019. It carried and passed unanimously.

**MOTION:** made to adopt Resolution 2018-009, A Resolution Levying General Property Taxes for the Year 2019, to Help Defray the Costs of Government for the Carbondale & Rural Fire Protection District, Colorado, for the 2019 Budget Year. It carried and passed unanimously.

**MOTION:** made to adopt Resolution 2018-010, A Resolution Appropriating Sums of Money to the Various Funds and Spending Agencies, in the Amounts and for the Purpose as set forth

below, for the Carbondale & Rural Fire Protection District, Colorado, for the 2019 Budget Year. It carried and passed unanimously.

**MOTION:** made to adopt Resolution 2018-011, A Resolution Designating all Year-End Fund Balances as a "Reserve Increase". It carried and passed unanimously.

**MOTION:** made to adopt Resolution 2018-012, A Resolution Appropriating Additional Sums of Money to Defray Expenses in Excess of Amounts Budgeted for the Carbondale & Rural Fire Protection District, Colorado. It carried and passed unanimously.

## **STAFF REPORTS**

Chief's Report Rob Goodwin said the personnel policies are under final review. He said he expects to have them ready to present to the Board of Directors at the January Board of Directors meeting. He added next week is the December All-Staff meeting and he will be distributing job descriptions by the end of the year.

Rob Goodwin said that he has been meeting with the staff and working on individual development plans with them. He said that people have been on target with their short-term goals and working on their long-term goals. He said the meetings have been positive.

Attorney's Report Eric Gross said his firm is changing structure and he will be a solo provider in 2019. He thanked the Board of Directors for the invitation to the holiday party. He also said he appreciates being able to provide legal services to the District.

## **BOND UPDATE**

Rob Goodwin said that everything is on schedule with the bond issue. He said that the next task is a conference call with bond counsel, RBC Rauscher and Moody's. He said that all of the required due diligence paperwork and the position of statement is complete. He noted those documents were a substantial amount of work. He added the District should receive the bond rating in early January and the bonds should close in late January.

Rob Goodwin said that he is starting the process of setting up specification committees for the trucks and some building projects. He said that he expects to start the spec meetings in late January.

Rob Goodwin said that there are two changes to the resolution for the bond in the packet that were identified after then packet was distributed. He reviewed the changes: page 44 it said 2017, where it should have said 2019 and page 48 it said "twenty-five years" to "no more than twenty-six years".

**MOTION:** made to adopt Resolution 2018-013, A Resolution Authorizing the Issuance by Carbondale and Rural Fire Protection District of Its General Obligation Bonds for the

Purpose Approved at the November 6, 2018 District Election, and Authorizing the Levy of Property Taxes to Pay Such Bonds; Providing the Form of the Bonds and Other Details in Connection Therewith; and Approving Other Documents Relating to the Bonds. It carried and passed unanimously.

## **FINANCIAL REPORT**

Rob Goodwin said the salary survey is still on track for completion in January.

## **NEW BUSINESS**

Landline Phones Rob Goodwin said that we have talked to local vendors about upgrading the current phone system, as it is no longer supported. He said that proposals were received and suggested moving forward with the proposal from Cedar Networks. He noted that Pitkin County is putting a high-speed microwave link on Elephant Mountain, which will allow Station 2 to connect with Station 1 for better training. He noted that this is another goal of the master plan. He added that connecting the stations will also help with incident management.

Rob Goodwin said the upfront costs for the new phone system will be roughly \$5500. He said the monthly cost will be about \$625, noting the current phone bill is about \$800 per month. He noted that we will be working with the Town of Carbondale, who is also moving to Cedar Networks, for interoperability uses. Discussion regarding the proposed cell/communications tower that has been proposed for McClure Pass followed. No action was taken.

Rob Goodwin said there will also be a 10 phone Go-Kit for emergencies. He said the system can be taken anywhere with internet access and use the phones like they are at the station. The Board of Directors were verbally in favor of the Cedar Network system.

MOTION: made to adjourn the Board of Directors meeting at 5:51 p.m. It carried and passed unanimously.

Respectfully submitted,

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Jenny Cutright, Recording Secretary

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Gene Schilling, President