

**BEULAH FIRE PROTECTION AND AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING No. 164
Remote Attendance
April 23, 2020**

MINUTES

The meeting of the Board was held in remote attendance due to COVID-19.

By virtual, remote attendance, Board members present were: Chair and President John Levar, Vice President Steve McLaughlin, Treasurer Joni Smith, Fundraising Coordinator Bob Thompson, and Secretary Kim Toman. Also attending were Chief Bryan Ware and incoming Board Members Larry Walter and Chandra Lehrer.

Chair and President John Levar called the meeting to order at 6:30 p.m.

2. APPROVAL OF AGENDA.

There were no additions or corrections to the Agenda.

Motion was made by Kim Toman to approve the agenda as amended, seconded by Steve McLaughlin. Motion carried with no objections.

3. APPROVAL OF MINUTES of April 23, 2020 Meeting

Changes submitted and discussed by Board Members were reviewed and approved by all attending Board Members. There were no other additions or corrections to the meeting minutes.

Motion was made by Joni Smith to authorize Secretary Kim Toman to create the final minutes based on the corrections and discussed changes and to approve the minutes as amended, seconded by Bob Thompson. Motion carried with no objections.

4. FINANCIAL REPORT

a. The District checking balance in the Bank of the San Juan's (BSJ) Operating Account is \$2,464; the balance in the BSJ Savings Account is \$2,651.

b. Revenue Line Item 7900, Loan, current month activity is (\$8,500). The figures on this line are for funds to be reimbursed to individuals that paid for expenses when operating funds were too low for the District to pay. These figures will be reclassified to Line Item 7901, Reimbursement, for the next meeting. The \$8,500 amount represents the funds repaid. The \$5,000 amount is still yet to be repaid

c. Revenue Line Item 7100, EMS Billing, current month activity is zero. The District completed the transfer of EMS Billing services to the new contractor. They have been busy reviewing the District billing records and have begun to bill. The District saw the first deposit for these new billing efforts today. The District should be seeing regular payment deposits from now on.

d. Expense Line Item 8102, Repair and Maintenance, current month activity is \$2,206. The majority of this amount is for the new water trucks. Purchased for the new trucks were: ball valves, batteries and signage. The two truck are officially in service. 2 leaks – repairs will be shown as expenses in April on May meeting.

e. Expense Line Item 8009, Bank Fees, current month activity is \$168. These are overdraft fees from the bank. So far, the bank has been able to refund \$60 and the bank is trying to refund more back to the District. With revenues on the rise with incoming property tax payments, these fees should not be increasing any more this year.

Motion was made by Bob Thompson to accept the Financial Report, seconded by Stephen McLaughlin. Motion carried with no objections.

5. CHIEF’S REPORT, reported by Bryan

a. As of today, there have been a total of 58 total responses; 39 EMS and 19 Fire/Rescue. Of the 39 medical calls, 26 patients have been transported.

b. COVID 19 Update – The District has transported a few COVID patients, one of which ended up being a fatality. Proper personal protection equipment (PPE) has been worn by the crews throughout each call and proper decontamination of the medical unit was completed after the response. A portable paint sprayer was purchased and is used for decontamination of the units. This process takes a lot of time to complete, but it can be done.

c. With the State-wide stay at home orders being lifted on Sunday, the Basic EMT class will resume, in person, on Tuesday while following social distancing and mask wearing guidelines.

d. Pueblo County still remains under Stage 1 Fire Restrictions and will possibly move to Stage 2 if moisture levels do not improve drastically. The recent rainfall is always welcome.

e. Due to the COVID issues and social distancing needs, the May 23rd District blood drive is being canceled. Another blood drive is scheduled for July and another blood drive in the fall is anticipated.

f. A question was raised at last month’s meeting regarding the balances of the auto loan and station loan in the audit exemption report. Andrew, at DeNaro Ross, the District auditor’s office, reported back that both note payments do not match because of the accrual of interest from when the payment was made to the end of the fiscal year.

g. Bryan will be attempting having a Pancake Breakfast on the 4th of July at the Goodpasture Barn in honor of Hamp Howey.

h. Bryan, and the Board, gave a huge shout out to Joni and Steve for their membership on the Board. This is their last Board Meeting.

6. OLD BUSINESS

a. District Auxiliary - Update

The Auxiliary will be rescheduling the Barn Dance, hopefully far enough ahead so it won’t have to be rescheduled again. The dates being looked at are September 26th or October 3rd. Joni is waiting to hear from Lee Gladney to confirm the date. So far there has been \$3,050 in sponsorships. There are not enough funds in the Auxiliary’s account to pay the vehicle payments due in December 2020. If there is no Barn Dance, then the

Auxiliary will depend solely on the Garage Sale to generate the remaining funds needed to make the vehicle payments.

b. Fire Station Site Project and Activities – Update

Bryan had discussions with H.E. Whitlock about dirt work, land reclamation, and water dripping between the walls and gutters that still needed to be done. The larger issue is that Bryan has a concern about having the grass seed planted in time to grow appropriately.

c. 2020 Election - Update

The 2020 Election has been cancelled. This is Joni and Steve's last meeting. Larry and Chandra will be sworn in at the May meeting. Positions will also be selected at the May meeting.

7. NEW BUSINESS

a. Criteria for Acceptance of an Out of District EMS Contract

Bryan presented the Standard operating Guideline (SOG) for accepting an out of District contract. After discussions, it was discovered and agreed that Bryan should add the calculation for the contract amount into the SOG. All Board Members were in agreement that this SOG would benefit and serve the District well.

8. MOTION TO ADJOURN: *Motion to adjourn was made by Joni Smith, seconded by Steve McLaughlin. Motion carried with no objections.*

Meeting adjourned at 7:10pm

Kim Toman
Secretary, Board of Directors
Beulah Fire Protection and Ambulance District
Final

Attachments

-Agenda

-Beulah Fire Protection and Ambulance District – Income Statement Compared to Budget, Jan 1 to Mar 31, 2020