



Wellington Fire Protection District REGULAR BOARD MEETING MINUTES

The **Regular Board Meeting** of the Wellington Fire Protection District was called to order at approximately 4:03 PM, on **August 10, 2022**, at **Station 16** located at 8130 3rd St, Wellington, CO 80549.

Pledge of Allegiance

Roll Call *DIRECTORS PRESENT – PIERSON, MEYERS, GAITER, SARNO. DIRECTORS ABSENT-PETTIT M/S SARNO/GAITER to EXCUSE Director PETTIT'S absence. Voice votes unanimous; motion PASSED*

Additions/Deletions to the Agenda - None

Conflicts of Interest - None

Correspondence - None

Public Comment

Any member or resident of the District that would like to comment on items not listed on the agenda may be restricted to a 3-minute limit per person.

Rosemary Nichel, W. CR66E

Sara Standing, Cattle Drive

Both presented public comments during this period

Guests or Presentations

Don Dority, President Wellington Professional Firefighters Local 5389 made a presentation to the Board of Directors regarding the recently formed IAFF Local.

Consent Agenda

- Regular Board Meeting Minutes for July 13th

M/S GAITER/MEYERS to APPROVE the consent Agenda. Voice votes unanimous; motion PASSED.

Fire Chief's Report

- FF Ingram completing final shift with WFPD. Thank you for service to our community
- 2 new full-time firefighters starting Monday, 8/15
- 3 part-time firefighters have been hired
- Updating call volume reporting. New metrics available via ERS

District Business



Wellington Fire Protection District

1. **Monthly Financial Report**
 - i. **Balance Sheet**
 - ii. **Reconciled Cash Balances**
 - iii. **Profit & Loss Report**
 - iv. **Income & Expense by Month**
 - v. **Monthly Disbursements**
 - vi. **Twelve-Month Cash Flow Report**

Ben Archer-Clowes with JVG reviewed the Monthly Financial Report for the Board of Directors. He and staff answered questions from the public and Board on the report.

*M/S GAITER/MEYERS to TABLE ACCEPTANCE the **Monthly Financial Report** as presented until September Regular meeting. Voice votes unanimous; motion PASSED*

2. **Board Review/Approval of revision to WFPD Employee Handbook**
 - i. **Payroll Procedures & Pay Days Updated**

*M/S GAITER/SARNO to APPROVE the proposed revision to the Payroll Procedures & Pay Days sections of the **WFPD EMPLOYEE HANDBOOK** as presented. Voice votes unanimous; motion PASSED*

3. **Board Discussion Items**
 - i. **2023 Budget Development timeline**

Staff presented a brief update on timeline for receiving the Certification of Valuation by Larimer County Assessor in late August to begin preparing the initial draft budget for 2023 for discussion and review ahead of the October 12th Board Meeting.

- ii. **WPF Local 5389 Acknowledgement and Recognition**

Staff shared initial discussions on the Board's options and obligations. Board requested this be brought to the August 17th Board Work Session for further discussion.

- iii. **2021 Audit Completion update**

Staff shared that our audit firm was close to completion of the 2021 Audit and anticipated presenting to the Board in September to meet the September 30th submission deadline.

Other - None

Calendar Items

Board Work Session – August 17th 5:00 PM – Station 16

Next Pension & Regular Board Meeting – September 14th or 21st 14th due to SDA Conference?

M/S GAITER/MEYERS to APPROVE moving the next Pension and Regular Board Meetings to September 21st to accommodate attendance at the SDA Conference. Voice votes unanimous; motion PASSED

Meetings to be held at Station 16. Pension Board meeting to begin at 4:00 PM.

Station 16
8130 3rd Street
Wellington, CO 80549



Station 17
108 E County Road 66
Fort Collins, CO 80524

Wellington Fire Protection District

Adjournment

M/S PIERSON/MEYERS to adjourn the meeting at 5:29 PM. Voice vote unanimous; meeting adjourned.