



Wellington Fire Protection District REGULAR BOARD MEETING MINUTES

The **Regular Board Meeting** of the Wellington Fire Protection District was called to order at approximately 4:25 PM, on **September 21, 2022**, at **Station 16** located at 8130 3rd St, Wellington, CO 80549.

Pledge of Allegiance

Roll Call *DIRECTORS PRESENT – PETTIT, PIERSON, MEYERS, GAITER, SARNO.*
DIRECTORS ABSENT- None

Additions/Deletions to the Agenda - None

Conflicts of Interest - None

Correspondence – Thank you cards from a Wellington Family & Daughters of the American Revolution

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.

None

Guests or Presentations

None

Consent Agenda

- Regular Board Meeting Minutes for August 10, 2022

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

Fire Chief's Report

- Introduction of recently promoted Fire Engineer Cody Kelly & new Firefighter Rory Loveridge
- Significant Incidents-
 - CR21 Fire -Thurs 9/8/21 @ 1500 hours Contained Sat 9/10 1200 hours, Controlled Mon 9/12 1000 hours, Out 9/12 1500 hours
 - Hazardous Materials Spill, Wellington – 9/21
- Cost Reduction – New diesel fuel tanks & delivery service, reduced Verizon lines & phones 20% reduction in monthly bill, liquidation of unused communication equipment
- Staff vehicle maintenance
- Prep work for impending ISO audit
- HR assistance from Employer Council



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- Prep work for 2023 budget development with JVG

District Business

1. 2021 Financial Audit Presentation

Staff and Board Chair Pettit proposed moving this item to follow Item #4. Unopposed by other board members.

Following Item #3, Christine McLeod, Haynie & Company, provided a report on the progress, process, and status of the draft report and anticipation of final version of the audit being filed by the deadline and published.

2. Acceptance of Tabled July Monthly Financial Report

Staff and Gabe Buldra from JVG answered some questions from Director Gaiter on the previous report related to posting of revenue

M/S GAITER/PIERSON to ACCEPT the previously tabled July Monthly Financial Report. Voice votes unanimous; motion PASSED

3. Monthly Financial Report

- Balance Sheet
- Reconciled Cash Balances
- Profit & Loss Report
- Income & Expense by Month
- Monthly Disbursements
- Twelve-Month Cash Flow Report

Gabe Buldra with JVG reviewed the Monthly Financial Report for the Board of Directors. He and staff answered questions from the Board on the report.

M/S PETTIT/GAITER to ACCEPT the Monthly Financial Report as presented. Voice votes unanimous; motion PASSED

Director Sarno departed the meeting at approximately 5:19 PM.

4. Board Discussion Items

i. 2023 Budget Development

Staff presented a brief update on timeline and process for working with JVG to begin preparing the initial 2023 Proposed Operating Budget for presentation at the October 12th Board Meeting.

ii. 2022 SDA Conference Discussion

Director Gaiter shared with the other Board Members some things she learned while attending the SDA Conference held in Keystone the week prior.

Station 16
8130 3rd Street
Wellington, CO 80549



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

Wellington Fire Protection District

Other

Director Gaiter inquired about status of banking updates for Board members. Final update paperwork being completed for submission and bank will prepare full package for signatures by all current board members.

Director Gaiter also inquired about possibility of the Board Treasurer doing financial data entry for District operational business. No formal request was proposed, or action taken, however discussion was held on not recommending this take place to maintain segregation of duties between the Board of Directors and the operations of the District.

Calendar Items

Board & staff discussed the likely need for budget work sessions following the October Regular meeting and the need to begin planning for the 2023 Board of Directors Election.

Next Regular Board Meeting – October 12, 2022, 4:00 PM – Station 16

Adjournment

M/S PETTIT/MEYERS to adjourn the meeting at 5:47 PM. Voice vote unanimous; meeting adjourned.