



## Wellington Fire Protection District REGULAR BOARD MEETING MINUTES

The **Regular Board Meeting** of the Wellington Fire Protection District was called to order at approximately 4:00 PM, on **October 12, 2022**, at **Station 16** located at 8130 3<sup>rd</sup> St, Wellington, CO 80549.

*DIRECTOR PIERSON called the meeting to order serving as meeting chair.*

### **Pledge of Allegiance**

**Roll Call** *DIRECTORS PRESENT – PIERSON, MEYERS, GAITER, SARNO.*

*DIRECTORS ABSENT- PETTIT – M/S SARNO/MEYERS to mark as unexcused DIRECTOR PETTIT'S absence.*

*Voice votes unanimous; motion PASSED. \*See note on Director Pettit's arrival during Fire Chief's Report.*

**Additions/Deletions to the Agenda - None**

**Conflicts of Interest - None**

**Correspondence – Notice of Award HRSA Grant was shared and discussed with the Board**

### **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.

*Lisa Chollet, Home Stretch Dr., Wellington provided public comment to the Board*

### **Guests or Presentations**

*None*

### **Consent Agenda**

- Regular Board Meeting Minutes for September 21, 2022

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

### **Fire Chief's Report**

- *Introduction of new Firefighter Cody Seals*
- *Fire Prevention Week 2022 is underway. Crews visited multiple kindergarten classes on 11<sup>th</sup> & 12<sup>th</sup> at Eyestone Elementary school. Scheduled to visit 2<sup>nd</sup> grade classes at Rice next week.*
- *Michelle Harte, Employers Council has been assisting us with HR work on an as needed basis – compliance audit on HR files completed and bringing into current compliance.*
- *Open enrollment underway and closes Friday – 5 plans – District offering same benefit level as 2022*



## Wellington Fire Protection District

- *Wastewater & water treatment plant permits all issued. Work continues at both sites*
- *Staff completed a big clean-up at Hwy 1 property. Continuing to evaluate what else needs to be done while managing time & expenditures*
- *Bill.com transition completed. Will add & train remaining directors once bank updates completed*
- *FPPA authorized access updates in progress*
- *Bank signature updates ready tomorrow of Friday*

*DIRECTOR PETTIT arrived at 4:12 PM during the above report and assumed role of meeting chair*

### District Business

#### 1. 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 with a stipulation that some expenditures for FY22 need to be moved within chart of account records. Voice votes unanimous; motion PASSED*

#### 2. 2023 Proposed operating Budget Presentation

*Ben Archer-Clowes with JVG and Chief Patterson presented the 2023 Proposed Operating Budget to the Board of Directors.*

#### 3. Discussion & Possible Action-confirm date for budget hearing – December 14, 2022

*Board Chair Pettit and staff confirmed that the budget hearing will take place at the December 14, 2022, Regular Board Meeting. Staff to complete legal notice posting for 2023 Budget Hearing.*

#### 4. Board Discussion Items

##### i. 2021 Financial Audit Completed and Submitted

*Staff presented a brief update on and shared a copy of the final audit that was completed and submitted as required.*

##### ii. Draft Resolution – Adopting Meet and Confer Procedures



## Wellington Fire Protection District

*Staff shared with the Board a draft resolution prepared by District's legal counsel and shared at a previous work session. Board members discussed steps and obligations around meet and confer and how to adopt a process. Will place on November 9<sup>th</sup> Regular Board Agenda.*

### iii. 2023 Board Election

1. Polling Place Election
2. Election Firm

*Staff shared a cost breakdown for the 2022 Board Election that took place in May 2022. Staff also shared information on proposals received to conduct the 2022 Election to compare with actual cost incurred. Staff was seeking direction from the Board on how to proceed with seeking formal bids from election service providers.*

*Director Sarno began discussion on possibility of establishing Director zones, districts, or wards. Other Board members participated in discussion. Board directed staff to seek information from District's legal counsel on development of districts or zones and bring back to Board.*

**Other - None**

### Calendar Items

*Board & staff discussed the desire or need to hold a work session to discuss the 2023 Budget Development process. The Board set a **Work Session date of November 2, 2022, at 5:00 PM at Station 16**. Topics for discussion will be 2023 Budget development, Election firm & districts update, Union Meet & Confer.*

**Next Regular Board Meeting – November 9, 2022, 4:00 PM – Station 16**

### Adjournment

*M/S PETTIT/SARNO to adjourn the meeting at 5:18 PM. Voice vote unanimous; meeting adjourned.*