



Jackson 105 Fire Protection District

MINUTES OF BOARD OF DIRECTORS MEETING

February 14, 2023

A meeting of the Board of Directors of Jackson 105 Fire Protection District was held on Tuesday, February 14, 2023 at Fire Station 142, 435 N. Perry Park Rd., Sedalia, CO 80135.

DIRECTORS IN ATTENDANCE:

- Jairo Ramirez, Tom Smith, Jairo Ramirez, Bruce Hills, Dan Danser, Eddie Rapp

DIRECTORS ABSENT:

- None

ALSO PRESENT:

- Ben Ohlin, Cheryl Fosdick, Bruce Fosdick, Ryan Smedra, Jake

CALL TO ORDER:

- The meeting was called to order by President Tom Smith at 6:30 p.m.

APPROVAL OF MINUTES:

- The minutes of the January, 2023 meeting were reviewed and approved as submitted.

OLD & NEW BUSINESS:

- Wildfire Deployment Team
 - Ben has hired some additional volunteers.
 - The engine is scheduled to go in for service and to fix the oil leak.
- Forest Run Money from 2022
 - We received \$5,100+ for the seven runs we made into the forest last year.
- Credit Card Related Issues
 - Limits have been increased to allow Ben to utilize the card for paying bills.
 - Two additional cards will also be provided to the two Lieutenants:
 - Ryan Smedra
 - Scott Griffith
 - Dan Danser and Bruce Hills signed the application with limits for the additional cards.
- SOP and SOG's
 - Scott and Ben have been updating all the SOP's
 - Three SOG's and one Job Descriptions for review and approval – even though these don't necessarily require Board approval:

- Shift Requirements per Month - All firefighters have a requirement of 4 shifts per month, or average 4 shifts per month over the calendar year.
 - Controlled Substance Procedure – Formalized the requirement of signing off every single day and if anything is missing, it needs to be reported immediately. Includes additional details.
 - Uniform Policy – The previous policy was updated to identify everything the District pays for in terms of uniform when on duty. It also identified items that are not provided.
 - Two Job Descriptions:
 - One for Scott Griffith and one for Ryan Smedra.
 - The job descriptions are specific to the roles and responsibilities for their specific areas of accountability.
- “Money In”
 - PILT Dollars:
 - Everything must be tied to the Pike National Forest.
 - Ben – has submitted a list of desired equipment he would like to be able to purchase with the PILT money we have already received (the \$5,100 we were paid for the calls into the forest in 2022).
 - Includes Wildland Fire Packs
 - Thermal Imaging Cameras
 - Brush Pants
 - Helmets
 - Portable Fire Pumps
 - The Board approved Ben to pursue the purchases.
 - Controlled Burn – Perry Park:
 - Jackson-105 supported the Perry Park Metro District contained burn:
 - We billed for the engine and for the 5 firefighters that were there at their standard GS rates.
 - The invoice to them was for a total of \$1,199.40.
 - Truck rate was \$109/hour (5 hours)
- External Station Sign
 - The current sign is basically worn out.
 - Ryan Smedra has received two quotes:
 - One for \$350+
 - Another for \$500+ and it should last about 10 years.
 - The Board agreed to have Ben purchase the one that lasts 10+ years.
- Additional Gear
 - Equipment and gear will likely need to be ordered soon as we are low on gear stored at Station #3.
- Bunker Gear Quote:
 - Shelf life is 10 years and needs to be replaced.
 - We also will need gear for new staff.
 - It is about \$3,800 per staff member.

- Gas Sensors
 - Will need to purchase several additional units. These monitor natural gas as soon as you walk into the building for structure fires and any gas leaks.
- Gas Monitors for Medical Bags
 - Carbon Monoxide sensors to monitor CO2 in basements.
 - Cost is about \$200 per unit.
- Fire Award for Chief Lamb
 - Ben recommended we provide Chief Lamb with an award for his 8 years of service.
 - Cost is approximately: \$379.
 - The Board agreed to fund it.
- Properties Technically Within our District – but serviced by Castle Rock
 - There are several properties that are in our district, but the access is very slow and difficult.
 - As a result, we have agreed to pay Castle Rock Fire for taking care of them.
 - The bill for the past several years has been received by us and needs to be paid.
 - We have been budgeting the \$ to pay it – so they will be paid.
 - **Note:** It was requested that they should have a liability document where the liability is assumed by Castle Rock. Ben will follow up with the Town of Castle Rock.

FINANCE:

- Financial statements were presented by Cheryl Fosdick as of February 14, 2023
 - Receipts:
 - \$47,706.77
 - Disbursements:
 - \$33,156.47
 - Checks to be signed:
 - \$23,153.65
 - Totals Disbursements:
 - \$56,310.12
 - Account Balances:

▪ Checking account:	\$115,494.33
▪ Colorado Trust:	\$731,821.94
▪ Total:	\$847,316.27
- Checks for the monthly expenses were signed by Dan Danser and Bruce Hills

EXECUTIVE SESSION:

- N/A

ADJOURNMENT:

- The meeting was adjourned at 8:10 pm.

Minutes submitted by Jairo Ramirez