

INDIAN HILLS FIRE PROTECTION DISTRICT

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BOARD MEETING MINUTES

Wednesday, October 27, 2010

The Minutes are intended to reflect the discussions that occurred and decisions that were made by the members; they are not intended to be a transcription of the meeting.

MEETING ATTENDED BY:

Fire Protection District Board Members: Paul Pettit — President; Bret Roller — Treasurer; Marc Rosenberg — Secretary; Ron Walton; Richard Westerlage
Fire Department Members: Don Schoenbein — Chief; Emery Carson — Assistant Chief; Bob Fager — Rescue Captain; Karen Fassula; Mike Fissula; Brittany Salter
Non-Members: Randy Rudloff — Fire Marshal; Anita Fritz — Bookkeeper; Karen Nelson — Recording Secretary

MEETING CALLED TO ORDER AT: 19:33 Hrs.

INTRODUCTIONS AND ANNOUNCEMENTS:

Mr. Pettit asked for introductions. Among the introductions were three new Department members: Ms. Salter, Mr. Fassula, and Ms. Fassula.

MINUTES:

Mr. Rosenberg made a *motion* to waive the reading of the September Minutes, which was seconded by Mr. Westerlage and passed unanimously.

Discussion followed and the following changes were made. Page 4, last paragraph, sixth sentence to read: “Mr. Rosenberg explained that the lights and siren had blown while responding to a call for an *asphalt* truck rollover.” Page 6, last paragraph, seventh sentence to read: “He added that he recalled that Mr. Roller had suggested that attendees drive *daily* to the conference.” Page 7, last paragraph, first sentence to read: “Mr. Rosenberg began by thanking Mr. Bruns *and members of the Department training* for digging the hole at Mt. Lindo.”

Mr. Rosenberg made a *motion* to accept the September Minutes as amended, which was seconded by Mr. Westerlage and passed unanimously.

TREASURER'S REPORT:

Monthly Reports

Mr. Pettit began by thanking Ms. Fritz for the bullet points on the cover page of the financial reports, which helps cut down on repeat questions concerning accounts. Discussion moved to the Income Summary portion of the Executive Summary. Mr. Pettit noted that the Department was ahead on ambulance billing collections. Mr. Schoenbein added that an additional \$2,000 in payments had been received that day. Ms. Fritz clarified that the payments were in the amounts of \$500 and \$1,500. And a big Medicare payment was anticipated soon as well. Conversation then followed about the fact that Medicare requires typewritten forms rather than computerized ones. Mr. Pettit concluded that if the collections remain steady, the Department will end up with a good year in ambulance billing.

Discussion moved to the Operating Cost Summary of the Executive Summary. Mr. Pettit pointed out that it was interesting how high the average hourly cost was in 2009 compared to the previous and current year.

Conversation then turned to the Profit Loss Budget Performance spreadsheet. Mr. Pettit said that the reasons are already known for why certain accounts are currently over budget. Mr. Rosenberg asked about account #5251 (Worker's Comp). Ms. Fritz said that a \$1,200 refund had been received but was reflected in the Miscellaneous Income account (#4900). Mr. Roller reminded that there was no direct offset.

Discussion moved to Checks. Mr. Westerlage asked about check #11341 to Shirley Septic for \$240 for septic pumping. When had the septic last been pumped? Ms. Fritz responded that it had been two years ago. Mr. Westerlage said that he thought it had been done five or six months ago and recalled a water leak situation. After research, Ms. Fritz said that the septic had last been pumped in September 2008. Mr. Schoenbein clarified that Mr. Westerlage was probably mixing up that Day Plumbing had fixed a leaking toilet recently.

Mr. Pettit drew attention to check #11343 to Toussaint, Nemer & Coaty for \$452.44. He pointed out that the cost to review the Minutes from two separate Board meetings was \$270.

[Mr. Walton arrives at 19:47.]

Mr. Rosenberg suggested keeping track of the costs for Ms. Nemer to review the Minutes until the end of the year.

Ms. Fritz expressed concern about the cost associated with Ms. Nemer emailing a reminder about the pension application deadline rather than Ms. Retterer sending the email. Mr. Westerlage brought up that Ms. Nemer was very assertive, citing the email she had sent out regarding the District/Department unity issues. Mr. Rosenberg said that he had made a courtesy call to Ms. Nemer to give her some background about the District/Department unity situation.

Regarding check #11321 to Bound Tree Corp. for \$493.66, Mr. Fager said that the defibrillator electrodes (\$174.72) had been returned and that the Department would be receiving a credit as a result.

Ms. Fritz said that she had a few checks to add. Mr. Roller interjected that he had just received a partial progress invoice from Mr. Hall. Mr. Roller read portions of the email invoice he had received, which requested payment of \$8,570. Mr. Hall has been working without payment for a long time, Mr. Roller noted. Could he be paid as well? “Absolutely,” answered Ms. Fritz, as long as the expense is approved.

Ms. Fritz then proceeded to list the additional checks for approval:

- #11347 to Foothills Auto for \$76.77 for old invoices
- #11348 to Jeffco Fuel for \$107.04 for September
- #11349 to Xcel Energy for \$228.20
- #11350 to First Responder Communications for \$8,570

Discussion returned to Mr. Hall’s invoice. Mr. Pettit asked if Mr. Hall was billing for the complete installation kit. “Yes,” answered Mr. Roller. Mr. Pettit reminded that he had cabling he could donate. Mr. Roller pointed out that there were items listed on the invoice that Mr. Hall was not yet requesting payment for. Mr. Pettit asked if any electrical work had been done at the site yet. “No,” responded Mr. Roller, who added that they were waiting on the cabinet and that Mr. Carson was on top of the situation. Mr. Carson concluded conversation by saying that the tower and pad look good.

Mr. Rosenberg made a *motion* to approve checks #11315-11350, plus automatic payments and bank fees. Mr. Walton seconded the motion, which passed unanimously.

DEPARTMENT/OFFICERS’ REPORTS:

Fire Marshal — Randy Rudloff

Present. No report submitted. Mr. Rudloff began by saying that Fire Prevention Day had gone well at Parmalee Elementary. Representatives from both Indian Hills as well as Inter-Canyon had been present. Mr. Rudloff then turned discussion to the recent wildland fire on Messiah Mountain that had been started by a cigarette butt from a member of the camp. Finding the culprit was too much work, though, added Mr. Rudloff. He shared that he was working on a report about the incident.

Mr. Rudloff then said that he had had a long discussion with a neighbor to the fire on Cameyo Rd., who was upset that a member of Messiah Mountain was smoking when there was a fire ban. The neighbor had also questioned the need for a cistern in the past and now understood the necessity. Mr. Rudloff then moved discussion to a second fire that had started as a result of a chiminea burning pine needles. Mr. Rudloff stated that there was confusion in Jefferson County concerning the fire ban. Mr. Schoenbein proceeded to explain the current restrictions. Mr. Rosenberg clarified that Indian Hills was still under a fire ban and added that the Department had a right to keep the restriction in effect. Mr. Schoenbein concluded discussion by thanking Mr. Rudloff for his work.

TREASURER’S REPORT:

2011 Budget

A copy of the proposed 2011 budget was distributed. Mr. Pettit noted that it was a first draft. Discussion began with the Income section. Mr. Pettit pointed out that the income

amount was the same as the previous year. Ms. Fritz said that estimates suggested that the income would increase by \$6,000 in 2011, but that she left the final figure the same. Mr. Pettit also noticed that revenue from ambulance fees also remained unchanged at \$12,000.

Discussion moved to the Expense section. Regarding account #5115 (Janitorial Expense), Ms. Fritz said that she had calculated the figure based on Ms. Bauer's actual hours. Mr. Pettit asked about account #5135 (Telephone & Cell Phone Exp.). He noted that the costs had been increased a bit for 2011. Might expenses be reduced some with the new cell phones? Ms. Fritz responded that she thought the allocation was accurate. She explained that there would be some trial and error with the phones since the prepaid minutes expire. Mr. Rosenberg shared that the phone in apparatus 383 would be used the most.

Conversation then turned to account #5150 (Station Maintenance/Repair). Mr. Pettit suggested that the amount allocated (\$3,500) perhaps be increased. Mr. Westerlage recalled that the estimate for the paint job was \$3,700. Mr. Schoenbein said that he thought a decision had been made to not do any painting. Mr. Pettit said that no decision had been made. Mr. Schoenbein reminded that a decision had been made to wait and see what possibilities arose from a possible benefactor. Mr. Westerlage said that he would like more money allocated to the account. Mr. Schoenbein agreed that the soffits and other structural issues needed to be addressed. Mr. Pettit agreed that money needed to be added to the account.

Mr. Schoenbein said that the estimate to paint the exterior of the station had been very reasonable. Mr. Rosenberg suggesting upping the account allocation to \$10,000 since the station needs a lot of work. He proposed a vinyl exterior. Mr. Walton agreed with the \$10,000 figure. Mr. Roller said that although he didn't want to add more expenses to the budget, he believes that the Department owes it to the community to maintain the station with a decent paint job. But it's like fixing a 20-year-old car, he added, expressing his conflictedness at putting money into the building. Perhaps put \$7,500 in the account, proposed Mr. Westerlage. Mr. Pettit requested that Ms. Fritz change the account allocation to \$10,000.

Regarding account #5155 (Meals/Food Expense), Mr. Schoenbein pointed out that the 2010 allocation might be overspent because of some of the expenses associated with Mr. Adams. Discussion moved to account #5220 (Computer Repair/Maintenance). Mr. Pettit noted that the allocation had been reduced. Mr. Schoenbein reminded that the Department had all new computers. Regarding account #5310 (Election Expense), it was noted that the allocation was reduced to zero since there would be no election in 2011.

Discussion then turned to account #5411 (Salaries Expense — Office Manager). Ms. Fritz said that the salary had been reduced based on a reduction in work hours to eight a week since Mr. Schoenbein was now on staff. Mr. Schoenbein said that if the Board has additional work . . . Mr. Pettit said that he'd like all records and files to be put on CD. Mr. Roller expressed that he didn't see the point in paying someone to put files in a different format that are fine as they are. There would be no gain. Mr. Pettit clarified that there were boxes that needed to be organized and that he'd like them cleaned up.

Mr. Walton said that since Board members turn over, a process was needed. Mr. Roller said that he agreed, but not with the timing. Mr. Pettit said that there are policies but that they're not always followed. As such, he'd like all to be compiled in one policy notebook so that the wheel doesn't have to be reinvented and there will be continuity moving forward. Mr. Rosenberg suggested the task could be chipped away at. Ms. Fritz questioned whether there was enough work for a full eight hours a week. Mr. Schoenbein admitted that it was slow right now with ambulance billing. Ms. Fritz suggested that Ms. Corsaut could work on the files during slow weeks. Mr. Roller agreed: two hours this week, one hour the next, zero hours the following week, etc.

Mr. Westerlage interjected to ask whether anyone knows what Ms. Corsaut actually does. There would be changes in Medicare insurance at the first of the year that would create new work. The office manager position is a self-directed job, he continued. He reminded about the training curve if the Department has to rehire. And the importance of having the station staffed. Ms. Fritz questioned whether the position was hourly or salary. "Hourly," answered Mr. Schoenbein. "But if there's no work . . . ?" questioned Ms. Fritz. Mr. Pettit noted that Ms. Corsaut is very efficient. The problem, Ms. Fritz said, is that it's difficult to predict the workload.

Mr. Westerlage said that Ms. Corsaut does a lot that people don't know about. Mr. Schoenbein interjected that Ms. Corsaut can do projects for the Board. Mr. Walton said that someone needed to organize what the Department has and where it's going. Mr. Rosenberg proposed a flexible hourly position. Mr. Schoenbein suggested putting Ms. Corsaut on salary if the position's hours can't be budgeted for. Mr. Pettit suggested increasing Ms. Corsaut's hours to ten a week.

Mr. Roller asked how Ms. Corsaut tracks her hours. Ms. Fritz responded that she details out her time. Mr. Pettit said that Ms. Corsaut was initially busy organizing and learning the processes but now she was very efficient. Mr. Rosenberg said that Ms. Corsaut would be busy after the first of the year with the Emergency Reporting System. A decision was made to increase Ms. Corsaut's hours to ten hours a week.

Discussion moved to account #5730 (Auditing Expense). Ms. Fritz stated that 2011 would be an audit year and that she had based her allocation on an estimate. Mr. Pettit asked Ms. Fritz if she would use the same company she had for the audit exemptions. "Yes," answered Ms. Fritz. Mr. Pettit asked where Ms. Fritz had got the name of the auditing firm. She responded that Ms. Griggs had referred the company. Ms. Fritz said that she couldn't guarantee that she'd use the firm, but the estimate should be accurate.

Conversation moved to account #5740 (Fire Marshal Expense). The allocation had been decreased for 2011 based on actuals, said Ms. Fritz. Regarding account #5755 (Emergency Reporting Service), Ms. Fritz said that the price goes up every year but that she didn't have specifics yet. Mr. Westerlage then asked about account #6005 (Equipment Testing). Did hose tests run \$2,500 a year? "Yes," answered Mr. Carson. It was agreed that the \$4,000 allocation was sufficient. Ms. Fritz pointed out that expenses in the account were \$3,400 year to date with no further expenses expected.

A question was asked about the decrease in the allocation for account #6015 (Personal Protection Equipment). Mr. Schoenbein explained that a different vendor would be used for future bunker gear. Discussion moved to account #6030 (Fire Equipment). Mr. Pettit asked about new equipment. Mr. Westerlage questioned if the Department gets new trucks, will it stock them from on-site supply? Ms. Fritz pointed out that such expenses are typically classified as capital expenses. Mr. Schoenbein asked what the account had been spent on in the past. Ms. Fritz responded it had funded oxygen sensors and batteries most recently.

Mr. Roller asked if the Department was up to date on wildland shelters. "No," answered Mr. Schoenbein, and discussion followed. He said that shelters were a large expense but that every seat in an apparatus should have a shelter. Mr. Roller suggested moving some money from account #6030 to #6035. After discussion, a decision was made to increase account #6035 to \$4,000.

Regarding account #6040 (Rescue Supplies), Mr. Schoenbein reminded about the need for drug safes. Mr. Fager responded that he hoped the purchase would be made this year. Mr. Schoenbein said that the safes could be purchased for \$80 each. Mr. Fager said that models were available for \$200-300 with tracking features. Mr. Schoenbein said that only two or three people would have access anyway. Discussion followed about the merits of various access types.

Conversation moved to account #6050 (Rescue Training). Mr. Pettit asked about the amount budgeted for 2011. Mr. Fager said the allocation would cover EMT and EMSAC training. Regarding account #6090 (Fire Training Expenses), Mr. Rosenberg stated that the Department had not had to pay for a burn building training in several years.

Discussion turned to the allocation for account #6320 (Apparatus Maintenance/Repair), which had been reduced for 2011. Mr. Rosenberg noted that a lot of work had recently been done on apparatus 341. Regarding account #6325 (Mechanic Expense), which has no allocation for 2011, Mr. Rosenberg said that he thought Department members were burning out on taking care of the trucks. Both Mr. Case and Mr. Kerby have put in a lot of hours, Mr. Rosenberg noted. Mr. Schoenbein agreed that some assistance could be used, although he expressed that he thought it was good for volunteers to keep up with the trucks.

Mr. Roller returned conversation to account #6320 (Apparatus Maintenance/Repair) to ask if Mr. Schoenbein thought \$15,000 was enough. "Yes," he responded. Mr. Rosenberg suggested adding \$1,000 to account #6325 (Mechanic Expense). Mr. Roller clarified that the account was for expenses associated with a hired mechanic, which the Department doesn't have.

Regarding account #6405 (Communications Supplies), Mr. Pettit asked if that was for batteries. He was told "yes." Mr. Carson asked whether Inter-Canyon and Indian Hills would use the same technician for expenses allocated to account #6410 (Communications Equipment Repair and Maintenance). Mr. Roller said that he thought Mr. Hall would handle the work. Mr. Rosenberg advised staying with one technician. Mr. Schoenbein recalled that Mr. Hall had recommended using Frontier. Mr. Roller said that he agreed that using one company was the way to go. Especially because it will essentially be one system, added Mr.

Pettit, who then asked whether Inter-Canyon had replaced the link at Smokey Hill. “Yes,” answered Mr. Carson.

Regarding account #6415 (Radio Replacement), Mr. Schoenbein justified the \$2,000 allocation by explaining that the Department desperately needs portable radios since many are worn out and don’t work. Discussion then moved to costs associated with repeater maintenance (account #6420). Mr. Rosenberg questioned how much maintenance could be needed for new repeaters. Mr. Westerlage asked if the Department was only responsible for maintaining the Mt. Lindo repeater. Mr. Pettit responded that maintenance costs at the Critchell site would be split. Mr. Roller reminded that there was a six-month warranty for the new equipment.

Mr. Roller then returned conversation to account #6415 (Radio Replacement) by asking if \$2,000 was enough. Mr. Schoenbein responded that he’d be happier with \$4,000, adding that batteries (account #6405 — Communications Supplies) were also needed. Mr. Roller suggested doubling the amounts in accounts #6405 and #6415. Mr. Carson advised getting prices and discussing it the following month. Mr. Walton pointed out that some issues with the batteries might be a result of operator error with the charging. Discussion followed about the age of the batteries.

Mr. Pettit moved discussion to account #6610 (Public Education Expense), noting that the allocation had been reduced. Ms. Fritz pointed out that accounts for *Smoke Signals* and the Fourth of July had been added. Mr. Schoenbein said that \$2,500 was available for the printing and mailing of *Smoke Signals* in 2011. A question was raised about costs for a band during the Fourth of July festivities. Mr. Carson responded that the money would come out of Department funds. After Ms. Fritz itemized the Fourth of July expenses, it was decided to leave the allocation as is.

Discussion then moved to the need for a new laptop. Ms. Fritz said that the Dell was slow and that she only had Quickbooks installed on it to keep it running as fast as possible. Mr. Pettit noted that no money had been allocated for apparatus improvement or outfitting (account #7080).

After concluding discussion of the proposed budget, Ms. Fritz announced that a \$9,806 surplus was left. Mr. Roller asked what percentage of the budget that was. Ms. Fritz responded that in 2012, a property tax reduction is expected. Twenty percent surplus is recommended, she continued, but the Department was currently sitting at 4% for 2011. Mr. Roller stated that he thought that was pretty good considering all that had happened in the last two years. Ms. Fritz expressed concern about not saving more if the income decreases in the future as a result of property tax drops.

Mr. Roller said that he didn’t think Propositions 60 and 61 and Amendment 101 would pass. The statement sparked a brief election conversation. Ms. Fritz said that she had overheard talk that the term limits issue was confusing.

Returning discussion to the proposed 2011 budget, Mr. Pettit asked if the budget needed to be approved the following month. Ms. Fritz said that final income information would be received December 10. The final budget had to be submitted by the end of the year. Mr.

Rosenberg asked if there was surplus money in the budget this year to purchase some radios. Mr. Walton interjected that he thought the Department needed the 20% savings. Mr. Roller said that if it was a question of the money just sitting in the bank vs. being used to purchase needed radios . . . anything that can be purchased this year should be, he concluded, whether it was radios or bunker gear. Mr. Schoenbein responded that he had just ordered bunker gear.

Chief's Report — Don Schoenbein

A report was distributed and various items were discussed. Mr. Schoenbein began with item #1 regarding the burn ban being lifted for the County but a red flag warning remaining in place. He then moved discussion to item #2 regarding the Darley trade-in update. A department has expressed interest in purchasing the apparatus and was awaiting committee approval at a meeting, Mr. Schoenbein shared. A decision would be known by that Friday, he said. Also, Fire Trucks Plus has a tender that it will loan the Department if apparatus 371 should die before completion of the trade in. Mr. Pettit asked if no deals would move forward until the Darley sells. "Yes," answered Mr. Schoenbein, who further shared that the Darley was being heavily marketed.

Discussion moved to item #3 regarding a quote prepared by Mr. Tribbett for Provident group life insurance for Department members and possibly Board members as well. A question was raised on whether it was legal to insure Board members. Costs for such an option were not included in the proposed 2011 budget, Mr. Schoenbein said. Mr. Carson stated that he thought offering life insurance would be a nice benefit for firefighters. Mr. Schoenbein explained that three plans were offered based on amount of coverage. He would recommend at least plan 2, he said. Mr. Pettit said the benefit might help attract new members. Mr. Roller said that he would love to offer such a benefit.

Regarding the optional accidental death and dismemberment coverage, Mr. Schoenbein explained that the coverage would be for incidents that are not work-related. Members are already covered when on calls. Ms. Fritz asked if the FPPA offered such coverage. It was noted that the Eagle department has life insurance through the FPPA. Mr. Roller suggested that a quick call to Ms. Nemer might be in order to answer a few questions. Mr. Pettit asked Mr. Roller if he could make the call. Mr. Roller responded "yes." Mr. Walton said that Ms. Nemer may have better ideas.

Conversation moved to item #4 regarding a quote from A-Fast Patch for resurfacing. Discussion followed about the services being quoted on, including \$2,332 for the station parking lot, \$1,455 for the parking lot across the street, and \$14,901 for the helipad. Mr. Rosenberg said that he thought Mr. Noble would do the work on the helipad for half the price that was in the quote. Mr. Roller said that he thought such work was a luxury since a helicopter can land on Hwy. 285 if need be. Mr. Schoenbein admitted that weed killer could be applied to the helipad and the parking lot across the street as a solution. But, he said, sealcoating the station lot may be worth it. Mr. Roller agreed that he could justify resurfacing the station lot. Mr. Rosenberg asked if it had been done about four years ago. Mr. Pettit asked Ms. Fritz to look that up.

Mr. Schoenbein then moved discussion to item #5 regarding a quote from Three Trees Tree Service for mitigating the space around the new communications equipment on Mt. Lindo.

Mr. Carson recommended doing half of the work this year in order to create some defensible space. Mr. Roller said that he thought doing so would increase the viability of the communications system. Mr. Schoenbein said that the Department had received no pushback on the idea from Mt. Lindo representatives. Mr. Pettit agreed that the Mt. Lindo caretaker was amenable and proposed doing the work immediately and using funds from the capital expense account as part of the communications system.

Mr. Westerlage suggested that three bids should be received to do the work. Mr. Pettit shared that snow on surrounding trees can reflect signals and agreed with the need to obtain more quotes. Mr. Roller said that he knew several people that he could contact about the work. Mr. Pettit advised giving the chief the authority to move forward with the project. As an aside, Mr. Roller pointed out that debris shouldn't be disposed of in a dumpster, as specified in the Three Trees proposal at hand, but processed in a chipper. Mr. Westerlage said that he thought the Three Trees proposal was high. Mr. Roller recommended doing all the work at once. It would take the right company two days, he estimated.

Mr. Westerlage asked if a financial cap should be specified for the project. Mr. Roller advised \$8,000. Mr. Westerlage countered that the cap should be \$7,200 since that was the price in the proposal at hand.

Mr. Rosenberg made a *motion* to authorize Mr. Schoenbein to move forward with hiring a contractor to perform land mitigation at the Mt. Lindo site with a financial cap of \$8,000 as part of the cost of the communications system. Mr. Walton seconded the motion, which passed unanimously.

Discussion moved to item #6 regarding the auxiliary. Mr. Schoenbein shared that the Fire Boots auxiliary was working on by-laws, applying for its own 501(c)(3) status, and preparing a yearly calendar of events. The auxiliary was meeting every third Wednesday, Mr. Schoenbein said.

Mr. Schoenbein concluded his report by summarizing the calls for month, which totaled 12. Interestingly, Mr. Schoenbein shared that there had been 12 calls in the last week and a half and no calls at all in the three weeks prior.

As an aside, Mr. Westerlage brought up the subject of an email from Ms. Nemer regarding Department issues. Mr. Schoenbein said that Ms. Nemer was attending the Department meeting the following Tuesday.

Assistant Chief's Report — Emery Carson

Present; no report submitted. Mr. Carson gave a brief update on apparatus status, including tires for apparatus 383 and 358, and tires and maintenance for apparatus 341. Mr. Westerlage asked if the money was in the budget. "Yes," answered Mr. Carson.

Fire Captain's Report — Steve Bruns

Not present; no report submitted.

Rescue Captain's Report — Bob Fager

Present; no report submitted. Mr. Fager said that he had nothing for the Board.

OLD BUSINESS:

Communications System Build Update

Mr. Carson said that the tower is up and that the cabinet had been installed that day. Mr. Rosenberg asked if the cabinet was going to be bolted to concrete. “Yes,” answered Mr. Carson. Mr. Carson anticipated that the system would be up and running by November 12. He expressed his annoyance with the delay in getting the cabinet since he had advised Mr. Hall to order the entire tower and cabinet some time ago. Mr. Rosenberg said that he thought it would be great if the system was running by November 12. Mr. Westerlage noted that it would be the end of a ten-year project. Mr. Carson shared that Mr. Frappolo would do the electrical work at the site.

Station Remodel Update

Mr. Carson said that the drawings were still being worked on. A discussion still needed to occur with Ms. Nemer regarding how much money the Department could accept as a donation. Mr. Roller suggested that Mr. Leprino could build a new station and gift it to the Department.

As an aside, Mr. Carson announced that the awards ceremony would be held Saturday, December 4. Cocktails would be at 6 pm and dinner at 7 pm.

MEETING ADJOURNED AT: 21:56

There being no more business to discuss, Mr. Rosenberg made a *motion* to adjourn the meeting, which was seconded by Mr. Westerlage and passed unanimously.

President:

Secretary:

MOTIONS MADE AND PASSED:

- To waive the reading of the September Minutes. *Motion made by Mr. Rosenberg; seconded by Mr. Westerlage; unanimous.*
- To accept the September Minutes as amended. *Motion made by Mr. Rosenberg; seconded by Mr. Westerlage; unanimous.*
- To approve checks #11315-11350, plus automatic payments and bank fees. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*
- To authorize Mr. Schoenbein to move forward with hiring a contractor to perform land mitigation at the Mt. Lindo site with a financial cap of \$8,000 as part of the cost of the communications system. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Mr. Westerlage; unanimous.*

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