



**Donald Wescott Fire Protection District  
Donald Wescott Fire Protection District Northern Subdistrict  
Board of Directors Meeting**

MINUTES

March 22nd, 2023, at 4:30 pm  
Location: Fire Station 1, 18650 Hwy 105, Monument, CO  
And via Zoom Meeting

1. Call to Order and Pledge of Allegiance – meeting called to order by President Gunderman at 4:32 pm.

Roll call of Board members: X Mark Gunderman X Duane Garrett (4:34 pm) X Larry Schwarz X Charles Fleece \_\_\_Mike Forsythe. President Gunderman made the motion to excuse Director Forsythe from the meeting with a second from Director Fleece, motion passed 3-0.

2. Review and Approval of Agenda – Director Fleece moved to approve the agenda as presented with a second by Director Schwarz, motion passed 3-0.
3. Public Comments (3 minutes) – Director Fleece commented on a crew who went above and beyond on a water main break near his house. Director Fleece said he “appreciates their time and service.” President Gunderman said that he and Chief Kovacs attended the “NEPCO” meeting last week, including various homeowner associations.
4. Administrative Report(s)
  - a. December Financials – December financials are not complete. The new finance team is still working on final numbers with a plan to amend the 2022 joint District and Subdistrict budget in April.
  - b. January Financials – presented.
  - c. February Financials – presented. Director Fleece made the motion to approve the January and February financials with a second by Director Schwarz, motion passed 4-0.
  - d. January Meeting Minutes – minutes reviewed. Treasurer Garrett made the motion to approve the January minutes with a second by Director Fleece, motion passed 4-0.
5. Chief's Report -The Chief highlighted discussion items in the “February Chief’s Report.”
  - a. Director Schwarz commented that he appreciated the information in the report and said, “good work.”
  - b. In April, there will be a “push-in” ceremony for the new engine and the squad. Details to come.
  - c. The District will host its first fire camp on June 1, 2 and 3<sup>rd</sup> for young adults. The slots filled up in two days. The Chief invited the Board of Directors to attend.
  - d. On February 9<sup>th</sup>, 2023, the staff met with Front Range Fire Apparatus about property in our District area for them to build a shop in southern Colorado.
  - e. On February 14<sup>th</sup>, 2023, the Chief addressed Colorado Springs Fire Department Recruit Academy 23-01. There are seven new recruits from Monument Fire District in the academy, and it was reported that all are doing well.

- f. March 4<sup>th</sup>, 2023, six staff members returned from a week-long conference in Florida for the Center for Public Safety Excellence annual event. Per the Chief, it was money well spent to assist all in pursuing agency accreditation.
- g. A Distinguished Service Award and challenge coin were mailed to a citizen who attempted to extinguish a neighbor's house fire with a garden hose and fire extinguishers. This individual declined to be publicly acknowledged.
- h. Planning process for the annual family and Board picnic began. Details to come.
- i. On May 13<sup>th</sup>, at Fire Station 1, a retirement ceremony will occur for Battalion Chief Mike Keough.
- j. On June 28<sup>th</sup>, at Fire Station 1, a retirement ceremony will occur for Battalion Chief Mike Dooley. President Gunderman asked the Chief if there was a process in place to replace the Battalion Chief positions. Chief Kovacs explained that with the unification of the two Districts, the organization had one extra Battalion Chief, Shannon Balvanz.
- k. 824 Training hours completed in the month of February.
- l. In February, Monument Fire District was called to transport 4 times by AMR. 3 were excepted.
- m. At Station 5, both water heaters were replaced. It has a new outside sign.
- n. Stations 4 and 5 are to have the building remodeled.
- o. An AT&T contract for service is to be shared with the Monument Fire District Board of Directors. The contract included a monthly payment of \$2700 plus a 2% annual increase for a five-year agreement. The contract also includes fiber optics for the firehouse.

#### 6. Old Business

- a. Vehicle Storage Agreement – Emergency Incident Support. The Board initially approved this Agreement at its January meeting. The Agreement was subsequently revised for the Emergency Incident Support group to require \$1,000,000 in general liability insurance instead of \$ 5,000.000.
  - b. Vehicle Storage Agreement – Red Cross. The Board initially approved this Agreement at its January meeting. The Agreement was subsequently revised for the American Red Cross to require \$1,000,000 in general liability insurance instead of \$5,000,000.
- President Gunderman made a motion to approve both of the revised Vehicle Storage Agreements with a second from Treasurer Garrett, motion passed 4-0.

#### 7. New Business

- a. Update on Subdistrict Dissolution Process – Legal counsel has requested a Special Meeting in April to discuss and consider approval of a Dissolution Plan for the Northern Subdistrict, and an agreement for the continuation of emergency services between the District and the Subdistrict. President Gunderman made the motion to approve a special meeting on April 26<sup>th</sup>, 2023, at 4:30 pm to discuss the Subdistrict Dissolution Process, and to include consideration of a 2022 Amended Joint Budget as part of the special meeting. Treasurer Garrett seconded, motion passed 4-0.
- b. **Resolution Terminating the Declaration of Local Disaster Emergency.** Secretary Schwarz made the motion to approve Resolution 2023-02 Terminating the Declaration of Local Disaster Emergency with a second from Director Fleece, motion passed 4-0.
- c. 2022 Annual Report – The Chief provided hard copies to the Board of Directors of the 2022 Annual Report. Director Schwarz commented that he appreciated the information in the report and said, “good work.”

#### 8. Firefighter's Forum

- a. Lieutenant Curt Leonhardt and Lieutenant Roger Lance presented a letter to the Board of Directors requesting a memorial plaque be purchased and placed in the gazebo at fire station 4 to remember Doug McIntyre, who worked as an AMR medic and passed away in 2021. The Board, as well as Chief Kovacs, gave their unanimous support.

#### 9. Future Agenda Items

- a. Public Hearing for 2022 Amended Joint Budget

- b. Approval of the 2022 Amended Joint Budget
- c. Subdistrict Dissolution Process

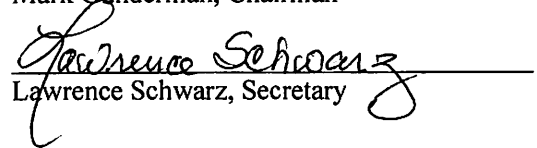
10. Adjournment

- a. Director Fleece made the motion to adjourn with a second from Secretary Schwarz, motion passed 4-0 and the meeting was adjourned at 5:15 pm.

APPROVAL

The foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Donald Wescott Fire Protection District and the Donald Wescott Fire Protection District Northern Subdistrict, are a true and accurate record of the meeting held on the date stated above.

  
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Mark Gunderman, Chairman

  
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Lawrence Schwarz, Secretary