

Hot Sulphur Springs-Parshall Fire Protection District  
Regular Fire Board Meeting /Budget Officer Election  
October 11, 2017

## HOT SULPHUR SPRINGS-PARSHALL FIRE PROTECTION DISTRICT

October 11, 2017

### Regular Fire Board Meeting/Budget Hearing Minutes

Present: Rod Sale, Joe Vrbas, Rob Firth, Tom Baumgarten , George Davis

Meeting was called to order at 7:03PM    Absent: Mike Thompson

**Approval of Minutes:** *Rod Sale made a motion to approve the minutes, Rob Firth seconded. Motion carried.*

**Treasurer's Report-** *Rob Firth made a motion to approve the treasurers report, Rod Sale seconded. Motion carried.*

**Chiefs Report-** Call volume is still high, EMS calls and mutual aid structure fire to Granby. We sent an Engine 289 and Tactical Tender 286. Did some venting, hose work/overhaul. MVA in Parshall, roll over. In the middle of the call, a cattle drive came through the scene. Training are still going strong. Last night's training was EMR/EMS training. We focused on hunting season accidents as scenarios. Put a fake arrow through Calhoun's leg and did basic ems protocols. Chili dinner is set up and ready to go. Proposed budget is ready, still needs some tweaking. Lt. Russell and Chief have been commuting back and forth to the Chiefs conference. Toni is taking the COLS classes. (Company Officer Leadership Symposium) Tom is taking Chiefs I. Classes are good. There are required classes for both COSL and Chief I. New website coming soon for first responders for MCI. They will be dropping pods for internet at MCI incidents to unburden local resources/internet/Wi-Fi/cell. They are basically mini repeaters. Budget will be a bit lower (approx. 70K) for the upcoming year. Will email it to BOD members. Will be working on a new and improved cadets program for the county based here at our department. **END CHIEFS REPORT**

**Old Business:** Book keeping. Vrbas has some concern about the cost of the book keeping fees going up. We did receive 1 quote from H & R Block. The reference Joe called gave rave reviews. Robs only concern is the long-term status of going to another accountant as well as the price going up or staying the same. Joe Vrbas suggested that someone from the board meet with this person to get any concerns and questions answered. Most departments do their own book keeping using quick books. However, those people are paid Rob Firth suggested we put this off until after the first of the year. Vrbas asked Rod if he wanted to go to ask the questions to H & R Block and get them to a board meeting. George can go and have a discussion with Mark regarding fees etc. in case we stay with him. It may be worth it to stream line if we ask Toni to take on this responsibility of the day to day book keeping, and then maybe have CPA's/accountant review and do employee tax filing. BOD agrees of internal audit by CPA once per year.

**New Business:** Election of Budget officer 2018 George and Rob Nominated Chief Tom Baumgarten for this position. *George Davis made the motion, Rob Firth seconded. Motion carried.* Tom also mentioned the pension budget to do list to Joe Vrbas. Tom emailed the Board the proposed preliminary budget and budget calendar. The members will look over the preliminary budget and get with Tom about any questions or vice versa. Tom doubled the contingency amount. Rob mentioned again about the reallocation of funds if it would ever need to be done. He wants the chief to have the flexibility and ability to do so if needed. Tom would like to have our own piece of land in Copper Creek for as well as the other we have. A property owner would like to donate an acre to us. Tom is working on this now. If the land is given to us with a clear title, then the board would be good with this, if it moves forward. There are quite a few projects, we as a department would like to pursue, one of these being water storage at the Parshall Station. Discussed the possibility of wells. Next month will be the public hearing for the budget, as well as a possible guest. Chili dinner is scheduled for the 20<sup>th</sup> of October.

**New Business: none Adjournment at 8:34PM**

Attested by: \_\_\_\_\_ Joe Vrbas, Chairman

\_\_\_\_\_ Rob Firth, Board Member

---