

Mormon Lake Fire District Board Meeting
March 09, 2021 @ 10:00 AM at the Mormon Lake Fire Station

Minutes

1. **Call to order** *Made by D. Lewis at 10:03am*
2. **Roll Call** – *Chairperson Lewis, Clerk Wiese, Member Haupricht All Present, Member Nahass Present via Zoom, Member Morgenthal Not Present*
 - a. *Chief Western and Community Member Steve Linch, and Leonard Biehl also present*
 - b. *Ellen Parish on Zoom*
3. **Call to the Public** - *No public comments made.*
4. **Approval of Minutes**
 - A. *February 09, 2021 Meeting Minutes- Motion made by J. Haupricht to accept the minutes; second by M. Wiese; All members voted AYE; Motion Passed*
5. **Finance**
 - A. *Financial Report- Chief Western directed the board to the Cash Flow sheet, so that he could point out that we are above projections for the year. Motion made by M Wiese to accept the financial report, second by j. Haupricht; All members voted AYE; Motion Passed*
6. **Reports & Correspondence**
 - A. *Department Report- Chief Western provided his report, Radio 's and reimbursement will be on its way, SCBA 's have been ordered. Ring Doorbell was installed, Mentioned upcoming training for Wildland, and Board Members. Paying Instructor hotel room and we have a lot available for the wildland training on April 25th. Mary Wiese asked about the CERT training, Discussed the Team and Training.*
 - B. *Correspondence- Thank you card for myself and Ronnie assisting them when they were stuck in the snow, provided a \$50 Gift Card. Certificate of Appreciation from Census Bureau, Board of Supervisor Packet sent from new County Board of Supervisor Begay, Fire season has begun. Motion made by J. Haupricht to accept the reports, second by P. Nahass. All Members voted AYE- Motion Passed.*
7. **Topics of Discussion and Possible Action**
 - A. *Swearing in of new personnel- Leonard Biehl was sworn in as new volunteer member of the department*
 - B. *Policies and Procedures- Oath of Office Policy provided, Provided Event Planning program explanation, Chief Western provided a set of policies on Community Risk Reduction. Kyle Goldney is Certified in FIREWISE and will be working in the CRR program. Provided Billing policy and Fire Recovery USA will be billing for us. Chairperson Lewis made a motion to accept the policies and procedures as written, M Wiese seconded; All members present voted AYE; Motion Passed.*
 - C. *Budget Discussions- Tax Levy form arrived, presented. Budgeting based on 97% collection rate; J. Haupricht asked about the reserve stipend increase, Chief Western brought up the need for additional personnel when he is out of district, and that he would like to provide a raise in the overall stipend program. He further explained the how he came up with the numbers. Discussion took place regarding tuition reimbursement.*
 - D. *Fire Chief's Contract- Currently the contract is an annual contract, but we can make it an indefinite contract and just adjust the increases. Annual reviews will still take place in April and the contract and raises will take place from May 1st. Chairperson could take care of the annual review and present to the board. Write goals and provide them in the April Meeting and incorporate into the monthly report. Motion made by J. Haupricht to accept the Fire Chief's Contract as written; Second by P. Nahass; All members present voted AYE; Motion Passed*
 - E. *Fire Chief/ Department Calendar- All meetings are currently on Zoom. Motion made by P. Nahass to approve the calendar, second by J. Haupricht. All members voted AYE;*

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Motion Passed

- F. Review Fire Board Task Calendar; identify potential items for next month's agenda. 2022 FY Budget, Job Descriptions and Pay Scale, Employment Policies and Procedures, Fire Chief Review.
8. **Fire Board Comments** - Board member's comments are meant to inform and clarify, and no legal action will be taken. Only Board members may speak.
9. **Adjournment** Motion made by D. Lewis, second by J. Haupricht. All members votes AYE.
Motion Passed ADJORNED at 11:21am