

**RECORD OF MINUTES**  
**Elk Creek Fire Protection District**  
**Regular Board Meeting**  
**December 8th, 2022 In person and via Zoom**

Director Pixley called the regular meeting of the Board of Directors to order on December 8th, 2022 at 18:01 hours.

**ROLL CALL**

Directors Present:

Greg Pixley  
Kent Wagner  
Sharon Woods  
Melissa Baker  
Chuck Newby

**Also Present:**

Jacob Ware, Fire Chief  
Barbara Stockton, District Administrator

**PLEDGE OF ALLEGIANCE**

Pledge led by Director Newby

**AGENDA**

All board members reviewed the Agenda. No additions or deletions requested to the Agenda. **MOTION** to approve the Agenda. (Director Newby seconded by Director Woods) **MOTION PASSED**

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**APPROVAL OF MINUTES**

A revision was requested by Director Pixley to the Citizens Comments on the November Meeting Minutes to clarify that the Board did not approve any language that suggests a partnership with the developer of the Bike Park. **MOTION** to approve the November 2022 regular meeting minutes with the revision. (Director Wagner seconded by Director Woods) **MOTION PASSED**

**FINANCIAL MATTERS**

**MOTION** to approve the November 2022 expenses. (Director Wagner seconded by Director Baker)  
**MOTION PASSED.**

**OLD BUSINESS**

1. 2023 Budget Adoption. Board reviewed the 2023 budget
  - a. **MOTION** to approve the Resolution to Adopt 2023 Budget (Director Wagner seconded by Director Baker) **MOTION PASSED**
  - b. **MOTION** to approve the Resolution to set Mill Levies for 2023 (Director Newby seconded by Director Wagner) **MOTION PASSED**

- c. **MOTION** to approve the Resolution to Appropriate Sums of Money 2023 (Director Baker seconded by Director Wagner) **MOTION PASSED**
2. FAMLI Leave Act - It was shared that the employees were surveyed for input and they agreed the current plan offered by the Department is preferred over the benefits included in the FAMLI Leave Act. It was also shared that at any time, an employee may choose to opt into the program. At that time, the Department would pay into the program for that employee. **MOTION** to Opt out of the FAMLI Act program (Director Wagner seconded by Director Woods) **MOTION PASSED**.  
The committee is moving forward on a new website with the intention of launching in December.
3. Outreach Committee Update - Website looks great but is not ready to be shared. The intent is to have a Website Demonstration at the January Board meeting with a tentative launch date of January 17th. Director Woods requested to review the site and beta test. Additional discussion included who would be responsible for updates. It was shared that there are 4-5 people within the department who could do monthly updates to the site.
4. Consolidation Committee - Chief shared that the consulting firm has already received well over one thousand responses. The consulting firm has not started data analysis. Once the analysis is complete, the committee will meet again to review the information and start the discussion about next steps. Director Pixley reminded the board and citizens to continue to share the link. The survey is available until December 14th.

#### **NEW BUSINESS**

None.

#### **CITIZEN ISSUES**

1.
  - a. Concern was expressed about discrepancies between the 2021 Audit and the 2021 Budget. The numbers shared did not match the current budget sheet reviewed by the board at the meeting. This document was provided to the Citizen at the meeting.
  - b. Additional discrepancies in the Triton Report from 2021 were mentioned. Chief agreed there were errors in the report.
  - c. It was also shared that the transparency notice was outdated on the website.
  - d. Citizen requested a copy of the chart of accounts.
2.
  - a. Clarification on the amount of money within the CRRF reimbursement that is over and above our expenses was requested. Chief shared approximately 23% of the reimbursement is what's left after expenses. However, the Chief also shared there are additional benefits to the department since the employee is taken off the Department's payroll providing significant savings. Chief and Director Woods shared they would try to revise the numbers to include this additional savings.
  - b. On the Consolidation Survey there was a question pertaining to a single dispatch system. Clarification was requested about the mentioned single dispatch system and how it would relate to JeffCom. Chief shared the intent of the question was not to get input on a single dispatch system, but rather feedback about a dispatch system that could improve response time by toning a single department rather than each individually.

- c. Concern was expressed about the impact of inflation on the 2023 budget. Chief agreed costs are going up and there are certainly impacts. The Department's plan is to save money for large expenses to avoid interest rates on loans. The intent is to stabilize the mill levy that sunsets and then look to the survey results for direction from the residents.
3. Request for information on an operational plan for consolidation. Chief shared the intent is to review the survey analysis and let the results guide the direction. The questions within the survey that mention a mill levy lift open questions for the benefits to the taxpayer if a mill levy lift is requested.
4.
  - a. Clarification about the relationship between the mill levy and consolidation. Chief shared that consolidation does not depend on a mill levy increase. The survey's intent is to gauge the residents' appetite for the mill levy increase. Chief clarified that we will need to stabilize the sunset mill levy in 2023.
  - b. Clarification on the operational plan was requested. Chief reiterated we are waiting on the results of the survey. Chief also shared that we would never close a fire station. Land is too valuable in our area.
5. Additional concern was expressed about the Triton Report pertaining to the ISO rating and the classification of the stations within the district. Chief shared that the classifications listed are an error.

**ADJOURNMENT**

**MOTION** (Director Newby; seconded by Director Woods) to adjourn the meeting. **MOTION PASSED.**

The meeting of the Board of Directors concluded at 19:19 hours

**BY ORDER OF THE BOARD OF DIRECTORS  
OF THE ELK CREEK FIRE PROTECTION**

**DISTRICT**

**BY: /s/** Melissa Baker  
Secretary of the District.