

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ELIZABETH FIRE PROTECTION DISTRICT

Held: Tuesday, April 11, 2023, 6:00 p.m.

### Attendance

The regular meeting of the Board of Directors of the Elizabeth Fire Protection District ("District") was called and held in accordance with the laws of the State of Colorado.

The following Directors were in attendance:

Rick Young, Board President  
Scott Christensen, Board Vice President  
Wayne Austgen, Board Secretary  
Don Means, Board Treasurer  
Stacey Collis, Board Director

Also present were:

T.J. Steck, Fire Chief  
Kara Gerczynski, Division Chief Fire Prevention and  
Administration (via Teams)  
Nick Carnesi, Battalion Chief of Training  
Sarah Fischer, Director of Finance and HR  
Taylor Clark, HR Generalist – Executive Assistant  
Michelle Ferguson, District Legal Counsel (via Teams)  
Adam Neisen, Lieutenant (via Teams)  
Shane Johnson, Paramedic-Firefighter (via Teams)  
Kyle Kreymborg, Firefighter

Craig Curl, Citizen  
Chris Curl, Citizen

### Call to Order

Director Young called to order the regular meeting of the Board of Directors of the Elizabeth Fire Protection District at 6:00 p.m.

### Pledge of Allegiance

Director Young led the Pledge of Allegiance.

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Public Comment	<p>Director Young opened the meeting for public comment.</p> <p>Chief Steck introduced Craig and Chris Curl. He introduced Craig Curl as the artist behind a donation made to the District of two paintings jointly named "Hot Water." The paintings were hung on the wall of the Station 271 Board room. Mr. Curl stated that he had been inspired by fire departments and fire suppression at the time of painting, and that he thought it would be a good gift for the District. The Board thanked Mr. Curl for his generous donation.</p>
Addition/Deletions to Agenda	<p>Director Young asked if there were any changes to the Agenda. There were no changes to the Agenda.</p>
Approval of Minutes	<p>The Board reviewed the draft minutes from the March 14, 2023, regular Board meeting.</p> <p>Director Young called for a motion to approve the March 14, 2023, minutes as presented. Director Austgen made a motion. Director Collis seconded the motion. All in favor.</p>
Financial Matters	<ul style="list-style-type: none"><li>• Ratify the bills</li></ul> <p>Director Young stated that the Board has been provided with the financials and asked if there were any questions.</p> <p>Director of Finance and HR Fischer stated that she had made a change to the financial statements at auditor Neal Schilling's recommendation. She stated that she had removed the District's long-term assets from the balance sheets. She stated that the long-term assets would still be visible on the annual financial statements.</p> <p>Director of Finance and HR Fischer stated that she hoped to have auditor Neal Schilling in to present to the Board at the May regular Board meeting, but that, at the very latest, he would present to the Board at the June regular Board meeting. She stated that there</p>

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would likely be a budget adjustment required for Impact Fee Funds.

Discussion followed.

Director Young called for a motion to ratify the payment of the bills. Director Christensen made the motion. Director Means seconded the motion. All in favor.

## Staff Report

Chief Steck presented an overview of the staff report.

Chief Steck provided the Board with an update on the wildfire, known as the 125 Fire, in Simla. He stated that he managed the incident and that the town of Simla was evacuated, but that there had been no injuries or fatalities to report. He stated that he and the other Elbert County fire department chiefs are addressing some operational issues that had come to their attention on this incident, but that the system is working well overall.

Chief Steck provided the Board with an update on current legislation and stated that there was still no governmental system in place to offset special districts and other local governments losses from property tax cuts, especially those caused by Gallagher or changes to the Residential Assessment Rates. He stated that the District should not be heavily affected by the tax cuts.

Chief Steck stated that Division Chief Fire Prevention and Administration Gerczynski had placed an order to replace all the iPads in the District's inventory. He stated that there are now several extra older iPads that are no longer being used, and that any Board member who was interested in a department-issued iPad should reach out to Division Chief Fire Prevention and Administration Gerczynski.

Chief Steck stated that he wished to congratulate Battalion Chief of Training Carnesi and his Shift Training Officers on their work with this year's academy. He stated that Chief Staff just learned that 6 out of the 7 academy recruits had passed their HazMat Operations tests. He stated that Battalion Chief of Training Carnesi's redesign of the academy's structure and the Shift Training Officers' additional classroom efforts with the recruits has been paying off.

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Chief Steck stated that he would be attending the Town of Elizabeth's Board of Trustees meeting immediately following tonight's District's Board meeting. He will be discussing fireworks.

Director Christensen commended the District's crews on the Station 271 kitchen remodel.

Chief Steck provided an update on the sewer lines for Station 271.

Discussion followed.

Director Young asked if there were any questions. There were no questions.

## Legal Report

Director Young stated that the next order of business was the legal report.

Attorney Ferguson asked if there were any questions on the attorney's report. She stated that there have been discussions at the State level that there is a need for changes to the process of filing citizen-led initiatives, which have been used to hamstring the legislature the past couple of years relating to property taxes. She also stated there is a draft bill that would make some changes to the Colorado Open Records Act (CORA) requirements including slight modifications to the amount of time a District has to respond to commercial requests.

Discussion followed.

Director Young asked if there were any questions. There were no questions.

## Old Business

- *Discussion and Possible Approval of Resolution #23-04-03: Resolution of the Corporate Authority Relating to a Retirement Healthcare Funding Plan*

Director Young stated that the next order of business was the Discussion and Possible Approval of Resolution #23-04-03: Resolution of the Corporate Authority Relating to a Retirement Healthcare Funding Plan.

Director of Finance and HR Fischer stated that the Board had already approved the Section 115 Employee Contribution Rates at the March regular Board meeting, but that she did not have this

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- *Signature for 115 Trust Agreement Retiree Healthcare Funding Plan*
- *Signature for Administrative Services Agreement*

Resolution at the time of Board approval. She stated that she had three documents requiring signatures: Resolution #23-04-03, the 115 Trust Agreement Retiree Healthcare Funding Plan, and the Administrative Services Agreement.

Director Young called for a motion to approve Resolution #23-04-03 and, as part of that, to authorize the signing of the 115 Trust Agreement and the Administrative Service Agreement. Director Austgen made the motion. Director Christensen seconded the motion. All in favor. The Board signed Resolution #23-04-03, the 115 Trust Agreement Retiree Healthcare Funding Plan, and the Administrative Services Agreement.

Director Young asked if there were any questions involving Old Business. There were no questions.

## New Business

- *Discussion and Possible Approval of Resolution #23-04-04: A Resolution Adopting the Elbert County Hazard Mitigation Plan 2023 Update as the Elizabeth Fire Protection District's Multi-Hazard Mitigation Plan*

Director Young stated that the next order of business was the Discussion and Possible Approval of Resolution #23-04-04: A Resolution Adopting the *Elbert County Hazard Mitigation Plan 2023 Update* as the Elizabeth Fire Protection District's Multi-Hazard Mitigation Plan.

Division Chief Fire Prevention and Administration Gerczynski presented Resolution #23-04-04 and the Elbert County Hazard Mitigation Plan 2023 Update to the Board. She stated that the Hazard Mitigation Plan was designed to be updated every 5 years. She stated she had worked with Elbert County, other government officials, and other fire departments to develop the update.

Director Young called for a motion to approve Resolution #23-04-04: A Resolution Adopting the *Elbert County Hazard Mitigation Plan 2023 Update* as the Elizabeth Fire Protection District's Multi-Hazard Mitigation Plan. Director Austgen made the motion. Director Collis seconded the motion. All in favor.

Director Young asked if there were any questions involving New Business. There were no questions.

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Adjournment    There being no further business to come before the Board, Director Christensen moved to adjourn, Director Means seconded, and the vote was unanimously carried. The meeting adjourned at 6:44 p.m.

Meeting Schedule    The next regular Board meeting is scheduled for May 9, 2023, at 6:00 p.m. at 155 West Kiowa Ave, Elizabeth, Colorado.

\_\_\_\_\_    Date: May 9, 2023

Rick Young, Board President

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Wayne Austgen, Secretary