

# **Fire District 3**

***“more than fire...”***

## **BOARD OF FIRE COMMISSIONERS**

### **Minutes**

November 14, 2022

The meeting was called to order by Commissioner Jon Couture at 6:00 pm at Station 31 and on Zoom <https://us02web.zoom.us/j/81188830604>. Commissioner Dean Thornberry, Chief Scott Sorenson, Division Chief Chris Drone, Captain Joe Stiffler, FF Tyler Rhine, and FFPM Andre Kotov attended.

#### **Minutes**

- The minutes of October 24, 2022 for approval.
- Commissioner Thornberry made a motion to approve the minutes as written, Commissioner Couture seconded the motion, the motion passed 2-0.

**Correspondence** – none

**Public Comment** – none

#### **Financial Report**

- Investments in Fund 6204 \$ 5,542,183.21
- Cash in Fund 6204 \$ (258,415.30)
- Transmittal FD311142022 \$ 198,854.53
- Transmittal FD311082022 \$ 2000.00
- Payroll FD 11/10/2022 \$ 379,604.77
- Bond Fund 6225 \$ 25,428.09
- Commissioner Thornberry made a motion to approve Transmittals FD311142022, FD311082022, and Payroll 11/10/2022. Commissioner Couture seconded the motion, the motion passed 2-0.

#### **Old Business**

- Citizens Advisory Committee – Chief Sorenson reported working on a presentation for the meeting. We will need to develop a schedule. The Board directed the Chief to propose dates.
- Audit – Chief Sorenson reported that communication was received from the auditor's office that items for correction are being reviewed.
  - Compensated Absences - absences incorrectly calculated in the 2020 Financial Statements. Paid sick leave was added – which did not qualify until 2021. As a result, reported ending/beginning balances were incorrect.
  - Prior year adjustment of approximately \$9200.00 from 2018 and recorded in 2021. The auditor states we should have recorded it in 2020 because we hadn't been audited on that year and it was technically open.
  - Cash and Investments (specifically the bond fund) were not coded correctly (as unassigned), should have been restricted (per the 1992 bond documents).

- Twentieth Ave Property – Chief Sorenson reported that a quote was received.
  - Wetland Mitigation Plan Preparation - \$6000.00 - \$7000.00
  - Permitting to fill, with mitigation to include purchasing credits up to .5 acres (\$225,000 per acre), \$112,500 of mitigation, over that would require an alternate analysis at
  - \$5000.000 - \$10000.00.
  - After discussion, the Board directed the Chief to check costs on a new appraisal considering the new delineation report.
- Apparatus Financing – Chief Sorenson recommended based on current budget position the following amount for financing of the two new fire engines, scheduled to arrive in January. The amount will be considered by the Board after the 2023 Preliminary Budget is reviewed.

Item	Unit	Each	Totals
Rosenbauer Pumper Contract	2	\$ 636,772.00	\$ 1,273,544.00
Chassis Payment Reduction	2	\$ 11,731.00	\$ 23,462.00
			\$ 1,250,082.00
Tax 7.7%			\$ 96,256.31
	2		\$ 1,346,338.31
Chassis Payment	2	\$ 293,766.00	\$ 587,532.00
			\$ 758,806.31

- Negotiations – Chief Sorenson reported that additional an evaluation of the comparables is underway.

**New Business**





- WFCM Conference Steele - report not available.
- 2023 Budget – Chief Sorenson reviewed the current budget as it is with today's numbers. There is a 2023 Preliminary Budget hearing on November 18, 2022.

**Executive Session** none

**Meeting Schedule**

- Monday November 28, 2022, 18:00hrs Board Meeting and 2023 Budget Public Hearing
- Monday December 12, 2022, 18:00 hrs. Board Meeting

**Adjournment 18:56**

	
_____ Fire Commissioner Jon Couture	_____ Fire Commissioner Rick Steele
	
_____ Fire Commissioner Dean Thornberry	_____ Fire Chief/Secretary Scott Sorenson