

**AURORA FIRE DISTRICT
BOARD OF DIRECTORS MEETING**

Wednesday, May 15, 2019
Annual Budget Committee 1800 Hours
Regular Board of Directors Meeting 1900 Hours
Aurora Fire District Main Station Meeting Room

ATTENDANCE

<input checked="" type="checkbox"/>	President Marc Anderson	<input checked="" type="checkbox"/>	FC Joshua L. Williams
<input type="checkbox"/>	Vice-President Greg Leo	<input checked="" type="checkbox"/>	BC Member Richard Haener
<input checked="" type="checkbox"/>	Director Darroll Nicholson	<input checked="" type="checkbox"/>	BC Member Bruce Bennett
<input checked="" type="checkbox"/>	Director Bobby Meyer	<input checked="" type="checkbox"/>	BC Member Deanna Nibler
<input checked="" type="checkbox"/>	Director Dawn Depner	<input checked="" type="checkbox"/>	CFO Lori Fawcett

Also in Attendance: Rod Scott, Gloria Nicholson, Megan Patterson, Skyler Moffett, Hayden Matlock, Trever Swink, Joshua Bandy, Nathan Severson, Chuck Cox, Greg Dyke, Jon Montgomery, Matthew Bathke, Bill Roberts, Abigail Frey, Vasicky Hansen, Nathan Smith, Tim Gloy, Jason Patterson, Robert Barnes, Debra Barnes, Paul Ranta, Matt Yaks, Christina Aamodt, Mika Yandall, and Neil Strathdee

CALL TO ORDER

The Regular Board of Directors Meeting was called to order by President Marc Anderson at 1800 hours and Roll Call was performed.

OLD BUSINESS

➤ **Budget Committee Member Appointment** (*President Anderson*)

Director Bobby Meyer made a motion to appoint Bruce Bennett to the Aurora Fire District Budget Committee. The motion was seconded by Director Dawn Depner and unanimously approved.

ADJOURN TO ANNUAL BUDGET COMMITTEE MEETING

Adjournment was made from the Regular Board of Directors Meeting to the Annual Budget Committee Meeting.

All attendees were welcomed by Fire Chief Williams and introductions were given.

ELECTION of PRESIDING OFFICER

Director Bobby Meyer nominated Richard Haener as the Budget Committee Presiding Officer. The nomination was seconded by Director Dawn Depner and Richard Haener was unanimously elected.

Director Bobby Meyer nominated Deanna Nibler as the Budget Committee Vice-Chair. The nomination was seconded by Director Dawn Depner and Deanna Nibler was unanimously elected.

ESTABLISH BUDGET COMMITTEE RULES

A motion was made by Presiding Officer Richard Haener to establish Robert's Rules of Order as the Aurora Fire District Budget Committee Procedural Rules. The motion was seconded by Director Darroll Nicholson and unanimously approved.

FY 2019/2020 PROPOSED BUDGET PRESENTATION

Chief Williams provided an overview of the FY19/20 Budget Message and the Proposed Budget.

Chief noted that determining the budget to actual amounts has been challenging due to various coding issues and the assignment of those line items not being accurately applied by the District's accounting firm. Emphasis was stated that the overall categories were well within budget; however, the challenge is within the accuracy of the individual line items.

Director Nicholson voiced appreciation to the clear and concise Budget Message provided by Chief Williams in the newly developed budget presentation.

Chief Williams presented each budgetary category. He noted that the budget has been written as though the upcoming levy is successfully passed by the Aurora Fire District citizens. In the event that it does not pass, the noted categories will be adjusted accordingly.

Director Darroll Nicholson requested clarification regarding the \$150K for radios shown within the proposed budget in comparison to the \$130K written for radios within the Budget Message. Chief Williams confirmed that the additional \$20K is for radio installation and programming.

The Aurora Volunteer Firehouse is owned by the Fire District; however, the house across the street is still being rented by AFD at \$1000 per month. Chief Williams assured the Budget Committee that he will continue to ardently look for alternative solutions to housing those volunteers and eliminating the need for renting the house.

The Apparatus Reserve Fund \$165,000 – This fund will continue to be preserved throughout next fiscal year in preparation for future apparatus expenditures.

The Building Reserve Fund \$710,000 – This fund will be fully exhausted within the next fiscal year in order to complete the driveway and new structures on the Ehlen Road property. The Administration will be moved to the Ehlen Road property once the buildings are completed, which will afford the opportunity for additional sleeping quarters at the AFD Main Station.

Director Depner asked for clarification regarding the purpose intended for line item 6100 Equipment Testing and Inspections. Chief Williams shared that the line item does not provide for new SCBA's but only for the care of our current SCBA's.

Budget Committee Member Deanna Nibler asked for clarification regarding the impact to the budget were the levy to not be successful. Chief Williams shared that majority of the levy funds are intended for personnel positions, which would be eliminated in the event that the levy does not pass.

MOTION TO APPROVE THE BUDGET

Director Bobby Meyer made a motion to accept the budget as presented. The motion was seconded by President Marc Anderson and unanimously approved.

MOTION TO SET AND APPROVE THE PERMANENT TAX RATE

A motion was made by BC Member Richard Haener to set and approve the following ad valorem property taxes under Aurora Fire District's permanent rate authority on all taxable property within the Fire District for tax year 2019 / 2020, as follows:

- At the rate of \$0.8443 per \$1000 of assessed value for the permanent tax rate.

The motion was seconded by Director Bobby Meyer and unanimously approved.

MOTION TO SET AND APPROVE THE LOCAL OPTION LEVY TAX RATE

A Motion was made by BC Member Richard Haener to set and approve the following ad valorem property taxes under Aurora Fire District's local option levy rate authority on all taxable property within the Fire District for Tax year 2019 / 2020, as follows:

- At the rate of \$0.99 per \$1000 of assessed value for the local option tax.

The motion was seconded by Director Bobby Meyer and unanimously approved.

ADJOURN TO REGULAR BOARD OF DIRECTORS MEETING

BC Member Richard Haener made a motion to adjourn from the Annual Budget Committee Meeting and reconvene the Regular Board of Directors Meeting. The motion was seconded by Director Bobby Meyer and unanimously approved.

(5 minute break)

The Regular Board of Directors Meeting reconvened at 1906 hours.

CONSENT AGENDA

A motion was made by Director Bobby Meyers to accept the consent agenda for the months of March and April. The motion was seconded by Director Dawn Depner and unanimously approved.

FINANCIAL REPORT (*Fire Chief Williams*)

Chief Williams provided a brief overview of the Financial Report included in the Board Packet. No questions were had.

OPERATIONAL REPORT (*Operations Chief Dyke*)

- Operations Report - No questions were had.

- Fire Marshal Report – No questions were had.
- Training Report – The Training Officer noted that the new recruit academy was going very well and that the participants are scheduled to graduate in June.

DISTRICT63 FIREFIGHTERS REPORT (*Firefighter Nathan Severson*)

The Annual Easter Egg Hunt had a very good turnout. Thanks were voiced to all who participated.

PUBLIC COMMENT AND CORRESPONDENCE (*Fire Chief Williams*)

Chief Williams shared that included in the Board Packet were letters from BC Dyke and from the Volunteers & Staff.

OLD BUSINESS (*Continued*)

- **Ehlen Road Property (*Fire Chief Williams*)**
Chief Williams shared that he has been in discussions with a citizen regarding the potential of a shared driveway that would be mutually beneficial to all parties.
- **Fire Chief's Contract (*President Anderson*)**
President Anderson called for comments or questions. None were had.

Director Bobby Meyers made a motion to approve the Fire Chief's Contract. The motion was seconded by Director Dawn Depner and unanimously approved.

NEW BUSINESS

- **Fire Station Security (*Fire Chief Williams*)**
Chief Williams shared that concern has been stated over some Board members and personnel giving out door codes to the District Stations. This information should be considered extremely sensitive and is intended for the current Fire District personnel only. Director Bobby Meyers added his concern over this issue as well.

Director Dawn Depner made a recommendation that the security codes be changed and reassigned until a policy is written. ***Fire Chief Williams assured that he would work on preparing the policy which would include all roles within the District.***

Chief Williams noted that within the past month Aurora Fire District had a trailer stolen. It will cost the District approximately \$1,500.00 to replace that piece of equipment and we cannot afford for that kind of loss.
- **The AFD Administrative Assistant (*Fire Chief Williams*)**
Chief Williams shared that the recently hired AA has accepted a new position with another employer. He noted that he will be reviewing the remaining applicants that are best qualified for the position and will be moving forward with the hiring process immediately following the upcoming election.

BOARD MEMBER TRAINING OPPORTUNITIES

None at this time.

AGENDA SUGGESTIONS

None at this time.

NEXT REGULAR BOARD MEETING AND BUDGET HEARING:

Date: Wednesday, June 19, 2019

Time: 1900 hours (7pm)

Location: AFD Meeting Room

ADJOURNMENT

Director Bobby Meyer made a motion to adjourn from the Regular Board of Directors meeting. The motion was seconded by Director Dawn Depner and unanimously approved.

Meeting Adjourned at 1917 hours.