

# EVERGREEN FIRE DISTRICT BOARD OF TRUSTEES SPECIAL MEETING

Agenda  
Special Board Meeting of October 23, 2017 @ 6:30 pm

## CALL MEETING TO ORDER:

## RECOGNIZE PUBLIC IN ATTENDANCE:

## PUBLIC COMMENT:

*At this time, public may comment on any public matter that is not on the Agenda of the Meeting and that is within the jurisdiction of the District.*

## FINANCIALS:

*None*

## PAST ITEMS/UPDATES:

1. Mill Levy Discussion

## NEW ITEMS/UPDATES:

*(none)*

## RESOLUTIONS:

*(none)*

## PROPOSALS:

*(none)*

## CHIEF'S REPORT:

*(none)*

*The President of the Board of Trustees, as presiding officer of any meeting of the Board of Trustees, may close the meeting during the time the discussion relates to a matter of individual privacy; and, then, if, and only if, the presiding officer determines that the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains; and, in that event, the meeting must be open.*

# Evergreen Fire District Board of Trustees Meeting

Meeting Minutes  
Special Board Meeting of October 23, 2017

## **CALL MEETING TO ORDER:**

Jon Foust calls the meeting to order at 6:33 pm.

## **TRUSTEES IN ATTENDANCE:**

Jon Foust  
Dave Adams  
Jack Fallon  
Kyle Nace

## **TRUSTEES ABSENT:**

Dave Edwards

## **RECOGNIZE PUBLIC/EFD STAFF IN ATTENDANCE:**

Fire Chief Craig Williams	Captain James Boyce
Jack Knuffke	Wayne Evert
Irina Korchmar	Josh Cox
Tommy Hodges	Ben Covington

## **PUBLIC COMMENT:**

(none)

*At this time, public may comment on any public matter that is not on the Agenda of the Meeting and that is within the jurisdiction of the District.*

## **FINANCIALS:**

(none)

## **PAST ITEMS/UPDATES:**

### **1. Levy Discussion**

Craig opens the discussion by presenting numbers and Jon Foust asks Craig to skip the numbers and move forward to the insurance discussion. Craig states that EFD has had a few insurance agents come in and will have another in the following day or Wednesday. Craig recaps that what the Board has initially seen was a \$500.00 threshold for insurance per employee. After speaking with several insurance agents it was changed to \$1000.00 per employee to allow individuals the opportunity to be able to help out toward family and/or children which seems to be the consensus among the majority of personnel. Craig states there are several employees who he thinks would opt out if given the opportunity to do so because more coverage is needed. Craig states that EFD is competing with a lot of other fire departments and fire districts offering similar plans. He states that the \$1000.00 per employee brings the total to \$1,094,000.00. Craig tells the Board that he has tried to keep the total under a million but does not want to "short" the employees given that EFD has one shot at the levy. He states that given the fact, he wants to provide the best benefits possible that allows for sustainability and try to reduce the amount of turn over that the department is currently experiencing. Jon Foust asks Craig where the CIP number is at and Craig states that it is still at \$200,000.00. He tells the Board that

the inter-facility revenue is not being counted with CIP and neither is the wildland fire revenue. He states that EFD has always put more money into the CIP than what was budgeted. He acknowledges the importance of paying CIP but more importantly is the reduction of the sunset and the ability to look at financing is needed. He states that EFD should be able to put an unexpected \$100,000.00 into CIP this year. Craig reiterated the immediate need for a Type I engine which EFD should be able to purchase in the near future with a substantial down payment. Craig states that since the Board is aware of what the process is, focus should now go to developing the plan and then make arrangements and come to a vote. Craig states that there are a number of things to plan; committees, open houses and talks with various public groups around Evergreen District. But, he states that it is difficult for him and others to start these discussions if he doesn't know if the Board agrees with the dollar amount being asked for. He asks the Board, "Where are we at?" Kyle Nace asks about the insurance increase being an average. Craig states that it is a fair average and was originally at \$1,000. The \$500 was per person which was reasonable and provided for a pretty decent plan but still a fairly high deductible. However, it doesn't address the amount of turnover and over all sustainability. He states that EFD should be able to offer something to the employees since a competitive wage with the larger cities isn't possible. If not, then EFD will continue to experience high turnover.

Dave Adams asks, "If it's a thousand for the District to pay, what does that leave for the employee to pay?" Craig states that it depends on the specific plan of which there are, by law, three (3) to choose from and then it would be up to the employee to choose from the 3 plans presented. Craig states they are within a couple hundred dollars of each other; some allowing an HSA and others that don't but some go closer to \$2,000.00. Jon Foust asks if employees can choose to not take insurance and Craig states that the group plan being looked at does allow waivers. An employee can waive/opt out if he or she can show that they already have insurance. Craig states the importance of going with a plan that allows employees to opt out because many employees are already receiving County or City benefits. City plan requires seventy percent (70%) participation with waivers not counting against participation percentage. If someone doesn't take the insurance then it is money saved by the District. Dave Adams states that he feels that the budget for building maintenance may not be high enough due to the building aging and several issues coming up with lights, urinals and other things coming up such as touch up paint, refinishing/sealing concrete floors, asphalt resealing and etc. Craig agrees with Dave in maintenance issues in an aging building. Craig states that in the future it would be wise to increase that budget by 1- 2 percent for facility maintenance and repairs. Craig acknowledges Jack's preference to be closer to \$300,000.00 into CIP and states that he supports it but doesn't know what is palatable to the public. Craig states that when he has to go before the community and present numbers he doesn't want to have to justify anything that appears to be padded or "fluff".

Dave Adams clarifies that taxable value on \$100,000.00 home is an \$80.00 increase per year and that is confirmed. Ben states the numbers are based on 2017 tax values.

Jon Foust tells Craig that all the Board needs to know is what is needed by EFD and the rest is up to the voters. He states, "This is your day to day operations. You know what you need." Craig agrees with Jon and states, "I think it's a fair plan. Obviously, could we ask for more? Yeah, certainly, but, like I said, I've got to be able to defend each and every line item...as well as the Board...and I think that it's not 'bare bones' but it is definitely not 'fluff'. I think everything is very easily defensible based on what we have for our fleet; what we've done for the community in terms of revenue with the Ambulance Program and I think it's solid. My only question is ...that \$100,000.00 for additional CIP. Yes, it would get us on target quicker but is that a deal breaker? I don't

think so.” Jon Foust tells Craig, “Give the Board a number then we will vote that this is the number. Then we can start some committees and get some Boards going and get the public opinion and then we’ll have the final vote 60 days before we put it out January 29<sup>th</sup>. In my opinion, right now, all we have to do is agree to this number. We’re not voting until January 29<sup>th</sup> to bring it to the County. We need to get a time frame going here so we can actually get what the public thinks about this. I mean, all of that’s going to affect our decision on the 29<sup>th</sup>. Do you agree with that Jack?” Jack tells Jon, “I’m going to vote against it.” Jon tells Jack, “That’s fine.” Jon continues, “If we can agree on a number so we can get some stuff going. Craig is the Fire Chief here. He’s been a Fire Chief for many years and he should know what he needs from day to day, in my opinion.” Craig states that he is not looking for a vote right now but rather “heads up” or “heads down”. Jon states that if Craig is comfortable with the number he presented then he can take it to the public to see how people feel about it. Kyle states that he wants to see EFD starting to talk to people and then all of the hard facts can be presented to the Board on January 29<sup>th</sup> for a vote on whether it goes to the County or not. When asked what the next step is, Craig states that it is assembling a good, broad demographic representing all of the demographics in Evergreen District. Craig states that he is in discussions with the Chamber and Sheriff Department already and will do the same with other Civic groups such as the Lions. He will tell the needs of the department and what EFD has done and how the department has gotten by on so little for so long. He tells the Board that he wants to present it in a way that he is not trying to sell a number but rather, the service and that there is a cost associated with providing that service. EFD cannot have its ambulance service subsidize the fire program any longer. Kyle Nace voices that getting that feedback would better to have sooner than later and that he would like to see getting \$250,000.00 into CIP and then getting the committees together and start getting the feedback. Craig agrees and says that he intends to share the sacrifices personnel have made in order to remain at EFD even though turnover has escalated. He intends to share “what it costs from an I.V. and all the way up to what a fire engine costs.” Kyle adds that even within the last 10 years since the building was built that the cost of an engine has gone up \$100,000 and the cost of an ambulance has gone up \$50,000. Craig tells the Board that he is confident that EFD can show that it has been a good steward with the taxpayers money and also to get the word out that they have received a very cost effective service that he would challenge them to find another program that has provided them with the services as cost free as Evergreen Fire Department has provided. He adds, “I have yet to see it.” Kyle agrees with Craig and tells the Board that he has been around a lot of districts and feels that’s why it is better to be sooner than later to get the committees together and get the story presented to them and get the needed feedback. Jon is in agreement with Kyle in wanting to see the committees formed. Craig tells the Board that his plan involves not just himself speaking to people for ‘months and months’ but to include his Captains and Lieutenants as well as the Board in having discussions with the committees. Craig states that a more direct news letter is in the works based on data and will basically say ‘hey, we need some help’. Kyle agrees and states that the public needs to be aware and say ‘if you want us to be able to maintain this level of service that you’ve become accustomed to...we’re not going to be able to.’ Craig states that taxpayers need to know that if they’re not willing to pay that there will be a service delivery issue. He tells the Board that he will start the process of gathering committee members and will let them dictate the information they need and not a hard timeline. Jon clarifies that a number does not need to be voted on and Craig confirms it. He tells Jon that it is just an internal number that the Board is okay with that he wants to be able to reference in his own mind while moving forward so that there aren’t any surprises. Dave Adams voices his opinion that he agrees with Kyle but questions the amount to CIP.

Kyle states that it will be easier to cut that number down after having talked with a committee than to come back for more. Everyone agrees. Craig reminds the Board that wildland revenue will help CIP. Currently, wildland revenue is \$124,000.00 with more money to come in. Jack tells the Board the difficulty with CIP being where it is financially is that EFD has spent money out of it that is unrelated to vehicles but is related to equipment. Jack asks, "Even with going with \$200,000, what percentage of that is going to be for vehicles and what percentage of it will be for other Capital Equipment Replacement?" He states, "That is a big concern as to why it should be at least \$280,000 if not \$300,000.00 and increasing it by \$100,000.00 is 10% of what EFD is asking for and that is not insignificant and not something that you can really be cutting back on if the need is truly for vehicle replacement and/or equipment replacement in here that always seems to crop up and get spent out of there even though it's not planned for." Craig states that Jack's point is valid and that a policy would need to be developed in terms of setting money aside in CIP to go toward the purchase of fire apparatus, only." Dave Adams voices agreement with Jack. Craig states that a solid yearly budget would be needed to account for turn-outs, SCBA's and not use CIP for these purchases even though legally it can. Kyle states, "The other thing that pops up to me just because it's my business and I know what it costs to maintain these; we're way under on the budget for maintenance and repairs on the rigs." Craig adds, "Yeah, based on the last 18 months." Kyle states, "Just an oil change on every big truck's a thousand-ish dollars and probably every rig out there should be a thousand dollars. ...the ambulance might only be three fifty but we do them 3 times a year, you know what I mean? That number should probably be fifteen (\$15,000) instead of five (\$5,000)." Craig mentions that it is an aging fleet and would be nice to eventually reinvest the maintenance at some point. Jack states that the maintenance Kyle is speaking of is "regardless of the age of the vehicle and something that is supposed to be done." Kyle adds that 'maintenance' and 'repairs' are broken down in the budget and that 'maintenance' is only \$5,000 and should probably be \$15,000 and 'repairs' varies.

Craig states that he will continue to update the Board as he progresses with the committees and that it will be a line item on the general business meeting. Dave Adams asks if there is a way for a Board member to show up to the committee meetings as 'general public'. Jack suggests identifying the meeting as a Special Board Meeting in the eventuality there are 3 or more Board members that happen to be there even though the purpose is not to make any decisions." Jack states that if there are 3 or more Board members present then minutes of the meeting are necessary and that all people in attendance must be documented in the minutes. If someone makes a presentation then all points of the presentation must be documented.

Craig states now that he has an agreed target number, he needs to contact more people to round out the demographics for committees. Kyle states that he would like to see more money into CIP and the maintenance budget increase. Dave Adams concurs. Craig changes CIP to \$250,000.00 and changes maintenance to \$15,000.00. Jack clarifies that 'building sealant' was reduced from \$5,000 to \$500 and states that it should be done approximately every 5 years. Sealant will be put at \$500.00 and roller bearings for the overhead doors will be at \$1,500.00. Jack clarifies other changes; Captain paramedics: reduces from 3 to 2 and PRN Kelly coverage changed from \$18.00 to \$20.00 per hour; sick liability at 346 hours but should include the \$2.00 per hour since that is a payroll liability and falling under sick liability. Ben says no and that it is already paid for because the officer is an acting officer and is already included. Craig states it's a way to fix EMS licensure based on everyone's paid on their licensure. Jack asks about the 'raises' item and questions why there is nothing in that space. Ben states there is a 3% increase overall and not just automatic raises of 3%. He states raises could be offered

next year if it was 3% overall. Jack agrees but states that the slot needs a number. Dave Adams states it would be the cost of living increase. Craig states that the raises are budgeted for the following year and that personnel would not get a raise as soon as a levy passes. He asks Jack that if it would be cost of living per year within each budget each year, why would the number have to be plugged in right now?" Jack answers, "Because, I'm assuming you're going to ask for a mill levy approval and not a dollar amount approval. So, you'll always be getting the mill levy and the mill levy may have inflationary protection in it. The raise will always be limited to what the mill levy is times the property values. So...I guess it will work that way." Craig explains that the thought was that a raise would not be given the first year the levy went into effect and that all that was being budgeted for was this year. Jack tells Craig, "You're not going to be able to put a 3% raise into your budgetary factor like this going forward because you're raise is going to be strictly limited to whatever the mill levy is times the valuation." Craig agrees and says that if the levy tanks or there is a recession then people just won't get raises. Jon Foust questions why the number of hours is so high for Kelly Captain hours/sick liability/holiday at 4,992. Ben states the number should be 2,496. In wrapping up the meeting, Craig tells Jon that agenda for next meeting will be line item for levy discussion and that he'll give him whatever information he has and then just a general business meeting. Jon asks the Board and public in attendance if there are any more questions and there are none.

**RESOLUTIONS:**

(none)

**PROPOSALS:**

(none)

**CHIEF'S REPORT:**

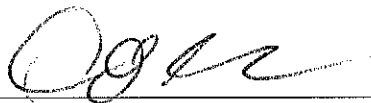
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Adjourn.

Jon adjourns the meeting at 7:41 pm.

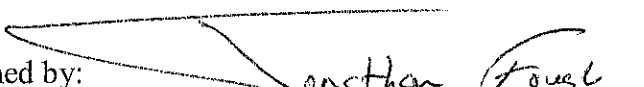
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Submitted by:



Dave Adams/Secretary

Signed by:



Jonathan Foust/Chairman