

**Regular Meeting of West Douglas County Fire Protection District Board of Directors
December 11th, 2024 & December 19th, 2024 *Dec 19th meeting held over Zoom**

This meeting was called to order at 6:33 by Mark Adams. Board members present: Mark Adams, John Krey, Stacey Horne, and Whitney Vincent. Guests Kathy Tourney, April Gallagher, Brad Laurain and Milly Christmann were present. Fire Chief John Oravez and Assistant Chief David George Nichols were also present.

Motion		
Approved Minutes of Previous Meeting	Motion made and seconded	Passed
Approved Treasure’s Report	Motion made and seconded	Passed
Approved Chief’s Report	Motion made and seconded	Passed
Approved Budget Resolutions	Motion made and seconded	Passed
Approved Milly Christmann for Board Vacancy	Motion made and seconded	Passed
Approved Mail in Ballot Voting Style	Motion made and seconded	Passed
Approved Election Resolutions	Motion made and seconded	Passed
Approved Adoption of Insurance Package with Three Year Rate	Motion made and seconded	Passed
Approved Speaking with Lawyers about Changing Meeting Dates and Making Said Change if Allowed	Motion made and seconded	Passed
Approved Changing the Meeting Date to the Fourth Tuesday of Every Month with December Being the Exception	Motion made and seconded	Passed
Approved the FPPA Volunteer Plan Affiliation Agreement	Motion made and seconded	Passed
Approved Signing the Audit Engagement Letter	Motion made and seconded	Passed

Minutes of Previous Meeting

Approved November’s Meeting Minutes.

Action: Approved John Krey, Stacey Horne

Treasure's Report:

Review of Balance Sheet.

Review of Profit & Loss Budget vs Actual.

Review of Transaction Detail.

Review of Reconciliation Detail.

Action: Approved Stacey Horne, John Krey

Continued review of up to date Treasure's Report on December 19th.

Action: Approved John Krey, Stacey Horne

Chief's Report

22 Calls for November.

Review of calls.

Action: Approved Whitney Vincent, John Krey

Public Comment – None**Resolution for the 2025 Budget**

Review of 2025 budget message and budget.

Resolution to Adopt 2025 Budget with \$400,000.00 capital facilities upward expansion at Station 4 removed from the budget.

Action: Approved Stacey Horne, John Krey

Resolution to Appropriate Sums of Money related to the 2025 budget with \$400,000.00 capital facilities upward expansion at Station 4 removed from the appropriated sums.

Action: Approved John Krey, Stacey Horne

Resolution to set Mill Levies to 6.210 and Capital Projects Fund to 2.140 in 2025.

Action: Approved Stacey Horne, John Krey

Board Vacancy

Approved Milly Christmann to fulfill Jeff Gregory's term.

Action: Approved Mark Adams, Stacey Horne

Resolution for the 2025 Regular Election

Review of Resolution Calling for the 2025 Regular District Election and Appointing of a Designated Election Official.

Approved the mail in ballot voting style if the election needs to be held.

Action: Approved Mark Adams, Stacey Horne

Approved the Resolution calling for the 2025 Regular Election and designating Sarah H. Luetjen as the Election Official on behalf of the District for the 2025 election year.

Action: Approved Stacey Horne, Whitney Vincent

Insurance Agreements

Review of new insurance package for general insurance covering everything but workman's compensation.

Approved adoption of our insurance package from TCW Risk Management with the three-year rate.

Action: Approved Stacey Horne, John Krey

2025 Board Meeting Dates

Review and discussion of meeting dates.

Approved giving Mark permission to contact legal about changing the Board of Directors meeting date to the fourth Thursday of every month, and to make that change pending the lawyer's response.

Action: Approved Stacey Horne, John Krey

Approved choosing the fourth Tuesday of every month for the regular board meeting, with the exception of December's meeting being held on the second Tuesday.

Action: Approved Whitney Vincent, Stacey Horne

FPPA Agreement

Review of the FPPA Volunteer Plan Affiliation Agreement.

Approved the FPPA Volunteer Plan Affiliation Agreement as it is filled out currently with the funeral benefit being increased to \$400.00.

Action: Approved John Oravez, Whitney Vincent

Audit Engagement Letter

Discussion of 2025 audit engagement letter with Fiscal Focus Partners.

Approved signing audit engagement letter with Fiscal Focus Partners for the amount of \$8,250.00.

Action: Approved Whitney Vincent, John Krey

2025 Board Meeting Meals

Discussion of providing meals for board members before the meeting.

Cardiac and Cancer Fund

Coverage starts January 1st, 2025.

Station 134 Repairs

The roofing project has started.

LED Sign Replacement / Protective Wall Station 134

Plans to move the wagon have been set for 12/12.

Status of Tactical Tender

Final inspection is supposed to be mid-January.

* Meeting Continued at 8:29 to December 19th at 6:30 through Zoom – Approved WV, SH

* Special Pension Board Meeting opened at 6:32 by Mark Adams

* Closed Pension Board Meeting at 6:35 - Approved SH, JK

* Meeting reopened at 6:36 by Mark Adams

* Meeting Closed at 6:55 – Approved SH, JK

2025 Board of Directors Meeting Dates (* indicates pension board meeting)

1/28

2/25*

3/25 - Stn 3

4/22

5/27*

6/24 – Stn 1

7/22

8/26*

9/23 – Stn 2

10/28

11/25*

12/9

Board Member	Dates	1st Term	2nd Term	Notes	Term Out or Re-Election
Mark Adams	2022-2025	X			Re-Election 2025
John Krey	2022-2025	X		Finished Debbie's 2018-2022 term. Started in 2021	Re-Election 2025
Whitney Vincent	2020-2022, 2022-2023 & 2023-2027		X	Finished Kurby's 2016-2020 term. Started in 2020 and was allowed a "2 year partial", "1 year partial" and is now on a 4 year "full" term.	Terms out 2027
Jeff Gregory	2020-2022 & 2022-2025		X		Terms out 2025
Stacey Horn	2023-2027	X			Re-Election 2027
Milly Christmann	2024-2025			Fulfilling the remainder of Jeff Gregory's final term	Up for election of first term 2025