

Arrowhead Fire Protection District  
Regular Board Meeting Minuets

Date: January 13, 2023

Time: 1:00pm

Location: AVFD Firehouse, 2069 Spruce Road, Cimarron, CO 81220

Purpose: Regular Board Meeting

Attendees: @ Firehouse: Jim Matteson (President, Chair), Steve Gauthier (Vice Chair), Ken Harbert (Secretary) Bill Tillery (Board member), By phone: Jennifer Bonner (AVFD Fire Chief), Al Hale (Treasurer),

1. Call to Order: Chairmen Jim Matteson called the meeting to order, January 13, 2023 @ 1:00pm
2. current board members present.
3. Approval of Minuets from November 11, 2023, regular board meeting: Motion to accept minuets as presented made by Steve Gauthier, Second by Bill Tillery  
**Action:** Motion Approved  
Approval of Minuets from November 28, 2023 special board meeting:  
Motion to accept minuets as presented made by Steve Gauthier, Second by Al Hale  
**Action:** Motion Approved
4. Treasure's Report:  
**Action:** Accepted as presented
5. Fire Chief Report:  
**Action:** Accepted as presented
6. Communication Report
  - a. XOP update  
Discussion: Web site is up to date. XOP fire bar working well after a few minor issues corrected.
7. Old Business:
  - a. Recruitment committee:  
Discussion: Recruitment of new board members to fill two open seats on the AFD board. Need to put in AIA newsletter and other community web soliciting candidates.
  - b. Microsoft OneDrive discussion: Steve Gauthier and Todd Rodencal are working on building the directories on the site for document storage and board member access. HIPA issues discussed; One Drive is HIPA compliant. Jenifer Bonner would be appointed HIPA compliant officer.

- c. Fire Chief Transition.  
Jenifer reported transition is going well and is not having issues obtaining information from previous fire chief.
  - d. Recruitment committee: Continuing add on web page.  
Discussion: No response from AIA board on this issue. AI will request payment again with update at next meeting.
8. New Business:
- a. Worker Comp Insurance.  
Discussion: We are currently in compliance with our workers compensation insurance. AI had requested a quote from Special District Assoc. to see if the district could save money and received a run around and decided not to pursue any further.
  - b. Transparency Notice:  
Discussion: The notice and the correct Information that needs to be included in the document before it is submitted to DOLA
  - c. AIA donation in return for lease payment.  
Discussion: AIA donated \$999.00 for the 2021 lease payment, and it is much appreciated. AI is to inquire to the AIA about 2022 donation.
  - d. DEO Appointment: Ken Harbert was appointed as Designated Election Official.
  - e. Elections matters and resolution.  
Discussion: Adopting a resolution calling for regular district election and appointing a designated election official. A motion was made by Steve Gauthier to adopted Resolution #2023-1 and was second by Bill Tillery  
**Action:** Motion approved
9. Equipment Issues:  
Discussion: AED, batteries on unit are reaching expiration date are not available from the manufacture. AVFD may need to purchase new AED units to replace un-serviceable units.  
Portable 4000W generator still having issue starting after carburetor replacement leaving only one operable portable generator (currently carried in First Response Ranger) for AVFD use. Can it be repaired or is replacement needed? Ranger shock absorbers needing heavier springs to carry load currently being addressed.
10. Adjourned: Next regular board meeting March 10, 2023

