

**RECORD OF THE PROCEEDINGS  
OF THE REGULAR MEETING OF THE  
PAGOSA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS  
May 7, 2024**

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, May 7, 2024. This meeting was held at 165 N. Pagosa Blvd., Pagosa Springs, Colorado. These meetings are open to the public.

**Call to Order**

Chairman Lattin called the meeting to order at 5:30 p.m. followed by the Pledge of Allegiance.

**Board Members in Attendance**

LeRoy Lattin (President/Chairman), Ron Beckman (Vice-President), Wayne Hooper (Director) and Ryan Foster (Director) were present. James Martin (Secretary/Treasurer) was absent due to a family emergency.

**Staff Present**

Chief Bertram, Deputy Chief Macht, and Manager Bliss were present. Attorney Dino Ross was present via Zoom.

**Public Comments**

(None)

**Approval or Adjustments to the Agenda**

Director Hooper moved to accept the agenda as presented. Director Beckman seconded the motion and it carried unanimously.

**Regular Meeting Minutes – April 2, 2024**

The minutes from the April 2, 2024 regular meeting were approved with a motion by Director Beckman, seconded by Chairman Lattin, and carried unanimously.

**Old Business**

(None)

**New Business**

**A. Impact Fee Study**

Chief Bertram advised he reached out to companies to obtain a quote regarding costs to provide an Impact Fee Study. He received one response in the amount of \$12,000. Discussion took place regarding the timing of the study and the legislative process. Director Hooper moved to authorize Chief Bertram to move forward with obtaining the Impact Fee Study. Director Foster seconded the motion and it carried unanimously.

**B. Out of District Responses**

Chief Bertram discussed with the Board the issues associated with the district responding to incidents outside the District's boundaries. Attorney Ross provided recommendations for the Board to consider. Further discussion ensued. The consensus of the Board was for Chief Bertram to prepare and present to the Board at the June meeting a proposed new fee schedule that includes fees for responding out of the District's boundaries, with the intent for the Board to hold a public hearing in the future to obtain public comment.

**C. Consideration Regarding Replacing the Chief Vehicle**

Chief Bertram requested authorization to purchase a new Chief Vehicle. Discussion regarding the status of support vehicles occurred and Director Hooper requested a fleet report in order to make an educated decision. Chief Bertram stated the new vehicle would not cost more than \$100,000.00 completely outfitted. Chairman Lattin moved to authorize the replacement of the Chief's Vehicle. Director Beckman seconded the motion. The motion passed with Lattin, Beckman, and Foster voting "Aye" and Hooper "Nay".

**D. Consideration Regarding the Purchase of an Inspection Vehicle**

Chief Bertram advised the approved budget accounted for the hiring of an additional Inspector. Chief Bertram continued the support vehicle discussion with the need for an inspection vehicle not to exceed \$50,000.00 as this vehicle would not need lights or sirens. Chairman Lattin moved to table the purchase of an inspection vehicle until the next meeting. Director Hooper seconded the motion. The motion passed with Lattin, Hooper and Foster voting "Aye" and Beckman "Nay".

**Reports:**

**A. Attorney Report**

Attorney Ross reviewed the attorney's report and the legislative tracker which were included in the Board packet.

**B. Financial Report**

Manager Bliss advised all bank reconciliations have been completed for all accounts for the month of April. The YTD interest earned with ColoTrust was \$28,334.66. Manager Bliss also reported first quarter reports were filed accordingly. Lastly, burn permits to date are at 426 and plan reviews are at 15.

**C. Deputy Chief Report**

Deputy Chief Macht reported the auto extrication training last Saturday was successful. He advised the new E-Tools were put to use and worked well. In addition, the drone arrived and testing of the thermal imaging was well received and

promising. Lastly, to dated there have 1,510 hours of training and 357 calls for service.

**D. Chief Report**

Chief Bertram reiterated the drone arrival. In addition, work continues with the implementation of First Due and with the Member Handbook. Chief Bertram reported he expects to have a draft of the Member Handbook ready for next month's Board meeting.

**Good of the Order**

Director Beckman inquired about the Appreciation Dinner and the continuing status with Oracle. Beckman also advised he has signed up to attend the Archuleta County Strategic Planning session on May 15<sup>th</sup>. Director Beckman announced that Dr. Paul Davis, who created the Firefighter Combat Challenge, has entered into Hospice.

Director Hooper requested the status on the new Support Vehicle and thanked the Chief for providing the report he requested and looks forward to receiving response times to calls in the near future. Director Hooper inquired if the Board would like to perform an unofficial evaluation for Chief Bertram.

Director Foster stated that the other Board member might find of interest a past study by students from the Colorado School of Mines regarding call volume prior to taking on medical calls.

**Adjournment**

There being no further business, Chairman Lattin adjourned the meeting at 6:34 p.m.

**APPROVAL:**

The foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Pagosa Fire Protection District, are a true and accurate record of the meeting held on the date stated above.

  
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LeRoy Lattin (President/Chairman)      6/4/2024  
Date