

BRANDON FIRE DISTRICT NO 1

Prudential Committee Meeting – September 2, 2021 – 3:30 PM

Present: Bill Moore, Dennis Reisenweaver, Michael Markowski, Natalie Steen

Also in Attendance: Seth Clifford, Raymond Counter, Tom Kilpeck

1) **Call to Order**

Bill Moore called meeting to order at 3:34 pm.

- a) **Agenda Adoption** – Michael Markowski made motion to adopt agenda with the addition of LOSAP – retirement plan and a request that we have approval of minutes in agenda. Dennis commented that there needs to be a correction to the minutes from August meeting as there was no mention of request to have an agreement for liability coverage with the Rescue Squad for fire department drivers. **Motion passed 4-0.**

2) **Fiscal**

- a) **Warrant – Fire Department** – Motion by Michael Markowski to approve the general fund warrant for the fire department. **The motion passed 4-0.**
- b) **Warrant – Water Department** – Motion by Michael Markowski to approve the general fund warrant for the water department. **The motion passed 4-0.**

3) **Treasurer Report** – Seth Clifford presented current financial status. Motion by Michael Markowski to accept Treasurer report. **The motion passed 4-0.**

4) **Water Department Report**

The water leak in the 14” line by the golf course was repaired. A meeting with BFD #2 is scheduled for 9/15 with Mike Markowski representing the board. Manifold on water truck was replaced. We have been experiencing outages with our internet service at the office. A complaint was received from the property owner at 1238 Forest Dale Road regarding the water connection. Raymond Counter explained that this parcel has never filed necessary permits or finished compliance testing. He was directed to send a certified letter to homeowner explaining responsibilities and the level of effort provide by the District thus far. Work continues with the O&M manual. Raymond Counter reported that he attended the 2nd of 3 classes for asset management this past month. We will be receiving free technical assistance from the Southwest Environment Finance Center at the University of New Mexico to begin to implement our GIS system. Dennis Reisenweaver made motion to approve water department report. **Motion passed 4-0.**

5) **Fire Department Report**

Chief Kilpeck reported that it has been a steady month with various calls. The repeater located at Park Village will need replacement with costs estimated at \$4,100.00. Four members are starting firefighter- 1 classes. Air packs have been tested, issue with generator for ladder truck repaired and service on Tanker completed. Dennis Reisenweaver made motion to approve fire department report. **Motion passed 4-0.**

6) **Public Comment**

None

7) **Old Business**

- a) **Policy Update/Approvals** – The board reviewed policies No. 1-6 and No 8 and made no changes in the document. Motion by Dennis Reisenweaver to approve policies No 1- 6 and No 8. **The motion passed 3-0.**
- b) **Secretary** – Dennis Reisenweaver inquired if anything has been done with the recording secretary position. No updates or changes at this time
- c) **Strategic Planning** – Dennis Reisenweaver asked about the status of strategic plan from the department heads which were due to be completed. Ray Counter commented that he has not had the time to complete at this point. Chief Kilpeck presented his plan for vehicle replacement. The board asked department heads to provide a completed plan and proposed budget for review by no later than Thursday, September 30th.

8) **New Business**

- a) **LOSAP Retirement** – Dennis Reisenweaver wanted to continue talk about retirement or incentive plans for firefighters and is looking to set up a meeting for a presentation for our next meeting. After a brief discussion, a motion was made to have a 30-minute presentation scheduled for 6 pm on Thursday, October 7th. **Motion passed 3-0.** Butch Shaw and Stephanie Jerome will be invited to attend to the presentation.

9) **Executive Session**

None

10) **Adjournment**

Motion by Dennis Reisenweaver to adjourn at 6:20 pm. **The motion passed 3-0.**

The next regularly scheduled meeting for the Prudential Committee will be held on Thursday, October 7th at 6:00 pm in the Fire Department conference room at 61 Franklin Street.

Raymond Counter
Clerk for the Board